



BOARD POLICIES

GIFTS TO THE LIBRARY

Category: Operational

Approved: January 25, 1999

Revised: May 27, 2009; March 25, 2015

Rocky River Public Library appreciates and welcomes financial contributions from individuals, families, and corporations. Contributions support the library's tradition of anticipating and meeting the evolving needs of the community.

While unrestricted gifts are the most desirable contribution, gifts with reasonable restrictions are also welcome. Contributions may be accepted for particular projects or services as long as they fall within the library's mission and plans.

Generally, donations of objects are not accepted [See: Cowan and Fine Arts Collection Management Policy]. The Board of Trustees reserves the right to reject donations of objects. Objects that are donated will be evaluated to fill the needs of the Library, the space available, and how well it fits within the Library's mission.

All contributions are acknowledged with respect and gratitude. For gifts (financial or otherwise) valued at \$10,000 or more, the Board of Trustees provides additional recognition by adopting a resolution, distributing a press release, including a tribute in *Inside View*, and placing the donor's name on a permanent plaque.

In certain cases, the Board may provide further recognition, but shall do so within the following parameters:

- Recognitions shall contribute to the aesthetic integrity of the library building.
- Permanent recognitions must be easily maintained and withstand heavy use in the interior, or weather well in the exterior.
- Recognition in the form of portraits or photographs of donors to be hung on library walls shall not be permitted.
- Existing rooms or areas of the library may be named after individuals.