

## **BOOK DONATION POLICY**

*Adopted October 16, 2019*



North Douglas Library District's Mildred Whipple Library accepts book donations for its collection. The following guidelines apply:

Donations are unrestricted. In other words, when books are already in the collection or are not able to be placed on the shelves, the library may pass these materials on to the Friends of the Mildred Whipple Library for its book sale. The FOMWL's purpose is to support the library; sales help raise funds for programming and new book purchases. Sales also serve the community by making quality books available at affordable prices.

Because shelf space and storage space are limited, neither the Mildred Whipple Library nor the Friends can accept books in poor condition (for instance, books with damaged bindings or covers, books that have been stored outside or in an outbuilding, and books that have any signs of mold, odor, or water damage).

Donations of one to three paper bags or boxes can be accepted during the library's open hours. Donations of larger quantity will be accepted by appointment only.

Mildred Whipple Library is grateful for the community's support and donations. Books that are in good condition and published within the last ten years have the best chance of joining the library collection and/or being sold. Vintage books in good condition are welcome donations as well.