

Gifts

Gifts are an important source of library materials. In order for the library to make the best use of gifts the following guidelines have been provided.

1. Gifts of books or other materials are accepted by the Leon Public Library if they meet with the same standards applied to the acquisition of new materials.
2. Gifts are accepted only on the principle that the library has complete jurisdiction over the disposal of the gift.
3. The material must be in good condition, clean inside and out, no loose pages, no discoloring stains, or musty or offensive odor.
4. Gifts requiring special consideration (restricted use, limited disposition, separate housing, etc.) are generally not accepted.
5. The material must be up-to-date and a compliment to the library collection.
6. Gifts of money, securities or real estate are accepted if conditions are acceptable to the board of trustees.
7. Patrons are encouraged to make donations to the M.N. Viner Memorial Endowment at the South Central Iowa Community Foundation.
8. Any unusual circumstances will be referred to the board for decision.

Reviewed and approved by Trustees December 19, 2017

Reviewed and Approved on November 13, 2018

Reviewed and Approved on March 9, 2020