

MONETARY DONATIONS

The Library encourages monetary gifts to the Library, Friends of the Oak Creek Public Library or Oak Creek Public Library Foundation. Library staff can assist patrons in directing their gift to the appropriate organization. Library staff, in accordance with the needs and policies of the Library, will determine how the funds are spent. If the donor requests, the monetary gift may be applied to a specific library initiative or line item in the Library's budget. All monetary gifts to the Oak Creek Public Library and Oak Creek Public Library Foundation, Inc. are tax-deductible.

PRINT AND AUDIOVISUAL DONATIONS

The Oak Creek Public Library may accept donations of library-related materials such as books in good condition, DVDs, CDs, CD audiobooks, and current magazines (less than 1 year old) with the understanding that the same guidelines of selection that are applied to materials acquired by purchase, also apply to donations.

The library does NOT accept encyclopedias, magazines more than one year old, textbooks, VHS tapes, or cassettes. We will not accept items that have water damage, missing pages, are musty, moldy, in deteriorating condition, are soiled or have an unpleasant odor. Audiovisual materials must be in their original sleeves/packaging. Copies are not accepted. Unless specifically requested, the library does not accept items nor materials that are not print or audiovisual.

The Library retains unconditional ownership of all donations and makes the final decision on acceptance, use or disposition. Per the Library Collection Development Policy, items not added to the library collection will be given to the Friends of the Library or disposed of. Donations are tax-deductible. Appraisal of gifts for tax purposes is the responsibility of the donor.

*Adopted by the Library Board May 14, 2013
Revised March 12, 2020*