

GIFT DONATION POLICY
DOBBS FERRY PUBLIC LIBRARY

Acceptance of donations of furniture, equipment, real estate, stock, artifacts, works of art, collections, landscaping items, designated gifts, etc., will be determined by the Library Board based on their suitability to the purposes and needs of the library, laws and regulations that govern the ownership of the gift, and the library's ability to cover insurance and maintenance costs associated with the donation. The Library Board reserves the right to decline any gift. Donated items become the exclusive property of the library (and may be altered, displayed, stored, traded, converted, sold or otherwise disposed of at the sole discretion of the Board). The Board may request that an artwork be accompanied by a current appraisal of value and may request evidence of bona fide artistic importance and merit of the work and reputation of the artist. An appropriate deed of gift, or similar document transferring sole and exclusive ownership of the art work to the Library will be required. The Board may also request evidence of provenance and present title of the artwork from the donor. The library will acknowledge receipt of donated items but is unable to set fair market or appraisal values. It is recommended that the donor make a list of items donated. If items are being donated to obtain a tax benefit, it is the donor's responsibility to establish fair market value or obtain expert assistance in establishing any value.

Approved by Library Board of Trustees 12/18/08