



Hobbs Public Library
HOBBS, NM

DONATION POLICY

Memorial Gifts:

Monetary donations in memory or honor of someone are accepted. Acknowledgements will be sent to the donor and to the family of the honoree. Items purchased with these donations will contain a bookplate with the donor's name and the honoree's name.

Other Monetary Gifts:

Monetary gifts are accepted and used to enhance Library services or the collection. A donor's specific request for use of the monetary donation will be honored if practically possible, but cannot be guaranteed.

Gifts of Materials:

While we appreciate the generosity and thoughtfulness of donors, the library is unable to accept all donations due to staffing and space restrictions. We appreciate the special place that books have in people's lives and the reluctance to discard them. However, materials donated to the library become the property of the library and are allocated according to the librarian's discretion. Materials that are not added to the collection may be given to the Friends of the Hobbs Public Library to be sold in Book Sales or discarded. Friends Book Sales provide funds for library programs and services.

Author and publisher donations will be vetted by the Library Director.

The library reserves the right to refuse items brought in for donation.

Adopted by the Hobbs Public Library Board

APPROVED: November 1, 2005

REVISIONS: November 5, 2011, September 3, 2013