Gifts and Donations Policy

The Irondale Public Library Board of Trustees welcomes gifts and donations from individuals, cooperations, foundations, and community groups that align with the Library's mission, goals, and collection development policy. Donations are not intended to replace regularly budgeted Library expenditures, however, private resources can extend and enrich Library services. Donations can also be made directly to the Friends of the Irondale Public Library, a 501(c)(3) nonprofit organization.

Acceptance of Gifts

- All gifts of materials are subject to the previously stated criteria for selection. The Library reserves the right to refuse any donation deemed inappropriate due to the condition, duplication of existing materials, lack of authoritative review, outdated copyright, or lack of space.
- Books and periodicals that the Library cannot accept
    - Outdated informational books (e.g. technological, tax, investment, medical, educational, legal, etc.)
    - Textbooks or encyclopedias
    - Reader's Digest or condensed books
    - Books that have not been taken care of (e.g. those with grime, mold, mildew, or excessive dust)
    - Periodicals of any kind
    - Videotapes, DVDs, or CDs
- Gifts-in-kind (e.g. furniture, equipment, art, or other decorative items)
    - Will be considered individually and accepted at the discretion of the Library Director and Board of Trustees.
    - Become the sole property of the library. No gifts of this nature are accepted unless freely given to the Library without restriction to be used as the Library sees fit.
- Monetary Gifts
    - Unrestricted gifts of money are gratefully accepted by the Library to be used at its discretion.
    - All grants are approved by the Library Director. Grants are approved based on their ability to assist the Library in the pursuit of its mission and goals.

Disposition of Gifts

- Upon receipt, all donations become property of the Irondale Public Library. The Library does not return, nor does it track the status of donations. The Library shall not accept donations with special conditions or restrictions imposed by the donor.

- Items add to the collection that do not circulate regularly will be subject to removal as part of regular collection maintenance.
- Items not added to the collection are generally added to the Library book sale to support the Library. Upon request, the Library will provide the donor with a receipt but will not appraise the value of donated items.
- The Library reserves the right to decide the conditions of display, housing, and access to the donation.
- All gifts may be utilized, sold, or disposed of in the best interest of the Library. When gift items are withdrawn from the collection, the Library will not notify the donor of the withdrawal. The Library will not automatically replace worn-out, damaged, or lost items.

The final decision to accept any type of donation to the Library resides with the Director and Library Board of Trustees.

(Approved by the Irondale Public Library Board on 19th day of November, 2025)