

MISSION STATEMENT

The Algona Public Library will act as a center to provide materials and services to help meet the informational and recreational needs of all patrons.

DONATIONS AND MEMORIALS POLICY

The Algona Public Library may accept donations to the library's collection. The Library does not accept textbooks, encyclopedia sets, and condensed books, materials in poor physical condition or books that are mildewed, dusty or soiled. The library also does not accept donations of toys. All donations will be considered and acted upon at the discretion of the library director in accordance with the library's selection and public access policies. Any donations not added to the library's collection will be given to the Friends of the Library, discarded or sold.

All donations are tax deductible. A receipt may be requested at the time of a donation. However, library personnel cannot assign a value to donated materials. Receipts shall include the number of items donated and the value the donor places on such items.

Donations will not be accepted in lieu of payment for library charges.

The library also accepts memorial funds for the purchase of new materials to be selected by the library director in accordance with the library's selection and public access policies and with respect to the donor's wishes. Depending on the wish of the donor, a properly inscribed acknowledgment may be placed on the item(s).

Adopted: 12/16/92

Reviewed & Retained: 12/20/95

Reviewed & Amended: 12/09/98

Reviewed & Retained: 03/13/02

Reviewed & Amended: 04/12/06

Reviewed & Retained: 1/11/12

Reviewed & Retained: 1/6/15

Revised & Adopted: 3/9/17