

Gift Policy

This policy establishes the criteria and stipulations under which OCPL will accept gifts of art and artifacts not intended for the circulating collection.

Art or artifacts that are compatible with the library's needs and facilities may be accepted:

- To enhance the beauty of the facility
- To record an aspect of library or community history or culture
- To commemorate the contributions of individuals to the library
- For other purposes as defined by the Board of Trustees

Donations are arranged through the Executive Director. Donations must be approved by the Board of Trustees. The Board reserves the right to decline any gifts.

All gifts to the Library will be free of restrictions and conditions. The Board shall have absolute ownership of all donated art and artifacts including but not limited to management, display, conservation or disposition of said art and artifacts. It is recognized that unusual circumstances may arise where exceptions to this policy may be in the best interests of the Library. Any such exceptions must be approved by the Board of Trustees.

To conform to the requirements of the Internal Revenue Service, OCPL cannot provide an appraisal of a gift for tax purposes. It is the responsibility of the donor to have donations appraised for tax purposes.