

Donation and Gift Policy

Yankton Community Library appreciates and encourages donations and gifts consistent with the library's mission and policies. Donations and gifts are not intended to replace regularly budgeted library expenditures; however, private resources can extend and enhance library services.

YCL welcomes donations of materials in new or gently used condition. Donations will be evaluated for inclusion in the collection in the same manner as purchased materials. For more information on how items are selected for the library's collection please refer to the Collection Development Policy.

YCL reserves the right to use or dispose of donations and to decline gifts. It is the policy of the library that all material donations are made unconditionally and, as such, they may be added into the collection, given to the Friends of Yankton Community Library, or discarded.

Examples of items that will not be accepted for donation:

Encyclopedia sets

Textbooks older than 10 years

Cassette tapes

VHS tapes

Items in poor physical condition

Monetary donations are always welcome to help fund library services, programs, equipment and more. Monetary donations to the library for the purpose of purchasing new materials are also an excellent means of honoring or remembering a loved one. If the gift is a memorial, it is very helpful if subjects of interest are designated for material purchases. Final decision on what is purchased lies with the library. Book plates may be requested to be placed in the book with a designation of the donor and the person being honored.

Gifts of Equipment or Personal Property are also welcome with the consideration of practical use of the gifts for the library and its patrons. Gifts must be made unconditionally. Gifts are accepted with the provision that if they are no longer useful or become outdated or worn, they may be disposed of as the library director sees fit. Purchases for the library must be approved in advance by the library director.

Donation receipts for tax purposes are available upon request. The library will not provide donors with an itemized list of donated materials or provide an appraisal of the items. The donor will estimate the value and assign it to the receipt.