MARINETTE COUNTY CONSOLIDATED PUBLIC LIBRARY SERVICE
DONATIONS, GIFTS, ENDOWMENT/BEQUESTS POLICY

The purpose of this policy is to establish guidelines for accepting donations, gifts, and endowments/bequests made on behalf of libraries in the Marinette County Consolidated Public Library Service. This policy applies to monetary and material donations and gifts and endowments/bequests.

Monetary Donations and Gifts

Marinette County Consolidated Public Library Service appreciates the ongoing support of the communities it serves and welcomes monetary donations and gifts for the following recipient categories:

- Donations and gifts may be made to Marinette County Consolidated Public Library Service or to a specific branch as memorials, general donations, or for a special program or event. All monetary donations and gifts are accounted for by the Library Director and deposited with the Marinette County Treasurer. Funds are held in accounts for each receiving library and will be expended per the wishes of the donor, or as determined by the Library Director in consultation with the Branch Librarian.
- Donations and gifts may be made to the Coleman Area Library Association, Crivitz Library Advisory Board, Friends of the Niagara Library, or the Friends of the Wausaukee Library and received at the respective library. Distribution of resulting funds to benefit the designated library is determined by the organization and the Library Director.
- Donations and gifts may be made to the Peshtigo Library Foundation or the Stephenson Library Foundation and received at the respective library. Distribution of the funds to benefit the designated library is determined by the Foundation Boards at the request of the Library Director.

Material Donations and Gifts

Donated book or non-book materials and gifts may be added to the library collection as stipulated in the Materials Selection/Collection Development Policy.

Gifts of a specific nature, such as furniture, equipment, special collections, artwork or real property shall be referred to the Library Director for acceptance in consultation with the Library Board of Trustees. When funds are donated for specific material gifts, the amount and nature of the expenditure much be approved in advance.

Endowments/Bequests

Endowments and bequests given to benefit a branch or the aggregate organization will be held and expended per the stipulations and/or intentions of the will and/or donating authority. Bequeathed and endowed monies are utilized to enhance the particular branch or aggregate organization and not in lieu of operating budget.

Addendum Regarding the Maintenance and Expenditure of the Pearl McCauley Bequest and the Shelley Falkenberg Bequest

It is the intention of the MCCPLS Board to utilize the interest earned from the principal of the Pearl McCauley Bequest to enhance the book collections of the Peshtigo Branch Library. It is also the intention of the MCCPLS Board to utilize the interest earned from the principal of the Shelley Falkenberg Bequest to enhance the service levels of the Peshtigo Branch Library. The MCCPLS Board will not use said bequests in lieu of operating budget. MCCPLS Board will utilize the principal of the Shelley Falkenberg Bequest only in association with a one-time cost that would ensure the Peshtigo Branch Library as an ongoing concern.

Disclaimers

The Library Board of Trustees reserves the right to accept or refuse all donations and gifts. Once an item is accepted by the library or purchased with cash gifts, it will remain in the control of the Marinette County Consolidated Public Library Service Board of Trustees per Wisconsin Statutes 43.58(1) and may be handled in any way the library deems appropriate. The library reserves the right to dispose of any gift without notification to the donor.

Acknowledgements

Donations, gifts, endowments and bequests will be appropriately acknowledged in a timely manner. Donation receipts are available upon request; however, the library does not provide an appraisal or suggest value for donated materials.

Approved by the MCCPLS Board 1/16/04
Approved by the MCCPLS Board 7/21/05
Revised by the MCCPLS Board 9/15/05
Addendum Approved by the MCCPLS Board 12/15/05
Revised by the MCCPLS Board 2/16/23

Signature: _____ Date:_____