

RCL accepts monetary gifts as well as certain gift materials that reflect the Library's strategic plan, mission, and vision.

All donations are considered outright and unconditional gifts to be used at the discretion of the Library. A gift to the RCL may not be reclaimed by the donor or his/her heirs.

Gifts to the Library

1. Gifts of money are acknowledged formally by the Library Director or their designee.
2. Gifts to the Library are accepted providing they meet the following criteria:
 - Financial Gifts. Financial gifts or contributions are accepted provided they are nonrestrictive in nature. However, the Library Board of Trustees reserves the right to refuse any gift which is not in the interest of the library or does not enhance or further the defined mission of the library.
 - Gifts, such as books and media, intended to be added to the Library collection must meet the Library's needs and the general standards of selection, and be based on the Richland Community Library Materials Selection Policy. However, the library encourages donors to give monetary gifts rather than material gifts since the library can often purchase materials at a price lower than retail rates.
3. No monetary appraisal is made of materials donated for the collection.
4. The Library reserves the right to refuse to accept any materials, which would merely create a disposal problem.
 - Due to limited space, and the large amount of donated materials collected each year, the Library will only accept a certain amount of materials.
 - The Library is most interested in the following types of materials for inclusion in its collections or for offering to the Friends of the Library for possible resale: Hardbound current novels for recreational reading. Non-fiction books with current information. Biographies and autobiographies. Children's books Paperback books. Books of local interest.
 - Books and periodicals that we cannot use or accept as they present a disposal problem include: Outdated informational books. Textbooks or encyclopedias. Items that are grimy, musty, moldy or mildewed. Books with torn pages or missing covers, or that are written in.
5. All donations become the sole property of the Library. No gifts are accepted unless freely given to the Library without restriction to be used as the Library sees fit. The Library is not obligated to keep donated materials for any length of time. The Library Director reserves the right to make the final decision on the disposition of any gift.