

**Materials Donation Policy**  
**Ripon Public Library**

The Ripon Public Library accepts material donations based on the following criteria:

1. The library, in accepting the donation, obtains free and complete legal title to it.
2. The library may dispose of the donation, by sale or otherwise, at any time as it sees fit.

In the case of works of art the following criteria also apply:

1. Donations are to be arranged through the Library Director, who will inform the Library Board at the next Board meeting. The Library Board will have final approval over any donations worth more than \$500.
2. All donations to the library will be free of all restrictions and conditions. The library will not accept requirements such as a specified duration or place of exhibition.

*Revised by the Ripon Public Library Board of Trustees on February 24, 2009*