Gift Acceptance Policy

Financial Gifts:

Gifts of investable or invested funds (cash, checks, stocks, bonds, etc.) are gratefully accepted. Donations may be unencumbered or may be restricted for a specific use by the donor (e. g. programs, children's books).

If the amount is $25 or more, a thank-you note acknowledging the gift will be sent to the donor by the Library Director or a staff member. The note should include the current value of the gift, which could be used for tax purposes.

If the amount is less than $1000, it may be used for library purposes at the discretion of the Library Director.

If the amount is $1000 or more and is not restricted, the Library Commission will determine whether it can be used by the Library Director or will be added to the KML's endowment.

Non-Financial Gifts:

Non-financial gifts may be physical items that the donor may feel are appropriate for use in the library building. Examples would include artwork, furniture, toys, electronics, appliances, DVDs, or books.

Non-financial gifts could also include a donor's time, helping the library in some capacity. Non-financial gifts may be accepted or refused at the discretion of the Library Director. Non-financial gifts that have been accepted, may also be disposed of at the Library Director's discretion.

If physical items are accepted, and the value is $25 or more, a thank-you note acknowledging the gift will be sent to the donor by the Library Director or a staff member. The note should include the current value of the gift, which could be used for tax purposes.