

The Oscoda County District Library gladly accepts the donation of books and other items with the understanding that the Library may do with them as it sees fit.

Gift materials will be added to the collection if they are needed and if they meet the selection standards that are applied to all materials added to the collection. Gifts accepted for the collection become the property of the Oscoda County District Library. Gifts not added to the collection will be disposed of in a way that will be most advantageous to the Library.

Upon receipt of gift materials, a receipt is given to the donor acknowledging the gift items. Due to Internal Revenue Service regulations, the Library is prohibited from providing an estimate of monetary value of the donation.

The Library accepts monetary donations without conditions on their use. A prospective donor may suggest a use consistent with the objectives outlined in the materials selection policy. This suggestion will be strongly considered; however, the Library is not required to adhere to the suggestion.

Public acknowledgment of monetary gifts is at the discretion of the Library Board.

Out of the many books and other materials which citizens so generously give, a considerable portion can be used. Some cannot, because any Library material, though of value in itself, may be:

- (1) a duplicate of an item of which the Library already has a sufficient number;
- (2) outdated, interesting but not of sufficient present reference or circulating value to the Library; and/or
- (3) in poor condition—which would not justify the expense of processing it, i.e., cataloging and preparing it for circulation.

The Library requires that all donors provide a list of materials to be donated that will include:

- Title
- Author
- Copyright
- Condition

No donated materials may be left at the Library without the approval of the Library Director.

Materials Sought by the Library

The Library is most interested in the following types of materials:

- Hardcover books that are current or popular non-fiction titles published in the last five years.
- ▪ Information books, published in the last five years
- ▪ DVDs.
- Children's books.
- Books of local interest.

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- Books on CD.
- Gifts of printed or manuscript materials on the history of the community and the region.
- Paperback books published within the last five years.

Materials that will be rejected for donation:

- Outdated informational books (e.g., technological, tax, investment, medical, educational, legal, etc.) having a copyright that is more than three years from the current year.
- Books with torn pages or covers that have notes or highlighting on the pages.
- Books that have been kept in storage and have mildewed.
- Reader's Digest condensed books.
- 78 or LP records.
- Cassettes
- VHS
- Textbooks.
- Non-current business and professional books.
- Magazines and journals of an outdated informational

Donation of Self-Published Materials

The Library Director will consider self-published titles for inclusion within the Library's collection. Self-published titles must meet a subject need the collection has, represent the Oscoda County community or provide a point of view that does not exist within the collection. The inclusion of self-published titles will be left to the discretion of the Library Director.

Donation of Religious Materials

The Library will leave the inclusion of religious materials to the discretion of the Library Director.