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Transylvania County Library  
Policy on Donated Artwork

### **Purpose**

It is the purpose of this document to provide guidelines for the acceptance of artwork donated to the Transylvania County Library. Included are the formation of a Library Art Committee and the responsibilities of the Library Director, the Committee and the donor in this regard.

### **Library Art Committee**

The Committee shall consist of three members, appointed by the Library Board of Trustees, and including at least one member of the Library Foundation Board of Directors. It shall meet at the request of the Library Director as the need arises.

### **Acceptance of Artwork**

While the Library is not a repository for fine art, the Trustees recognize that there are occasions when such material may be added to the Library's collections. The decision to accept a gift or bequest of artwork will be made by the Library Director with the advice of the Committee, based on the following criteria:

- Intrinsic Quality (based on evaluation of the aesthetic worth and physical condition).
- Historic Significance (the ability of the work to communicate valuable information or insight into the culture from which it originated).
- Conformity with the Library's purpose and relevance to the needs and interests of the Library users.

Upon acceptance, the Library Director will prepare a gift-in-kind receipt for the artwork, acknowledging and thanking the donor for the gift. The value of the donation is deductible for personal or corporate tax purposes to the full extent of the law. The Library will not provide an appraisal of the monetary value of the item.

### **Donor's Responsibilities**

Acceptance of gifts/bequests of artwork (gifts-in-kind) is made with the donor's understanding that there are to be no limiting conditions or restrictions regarding their usage. The Library reserves the right to exchange, donate, sell or discard donated items as needed if they are not deemed appropriate for retention.

Approved by the Transylvania County Library Board of Trustees, July 15, 2004