

## Book Donations

Donations are accepted with the understanding that the materials become the sole property of the SKC D'Arcy McNickle Library. The Library may add them to the collection at its discretion, or dispose of them in the same manner as weeded materials. Unselected donated materials will be sold in library book sales to raise revenues for the purchase of new library materials. The Library assesses donated items based primarily upon:

- **relevance** to the SKC & Library Mission statements.
- **authority, currency and support** toward SKC's academic programs.
- **condition:** materials should be in good condition with no excessive wear, writing, highlighting or physical damage.
- **public patron survey data** measuring recreational/personal reading interest.

The Library will consider including quality hard/paperback books, DVDs, CD-Audiobooks, and Music CDs.

The following materials are no longer added to the library's collections:

- Cassette Tapes
- VHS tapes
- Magazines/Journals
- Encyclopedias
- Textbooks

The Library Director must approve all gifts. The Library assumes no responsibility for appraisal of gift items, nor can the Library accept gifts under restricted conditions.