

Mesa County Libraries (MCL) welcome sponsorships and donations from local businesses, corporations, families, and individuals. Funding and in-kind support from sponsorships and donations enable MCL to provide programs and services that otherwise may not be available.

### Principles

The following principles will guide Mesa County Libraries in the solicitation and acceptance of gifts, grants or support to enhance or develop library programs and services:

- All gifts, grants, and support must further MCL's mission, goals, objectives, and priorities. They must not drive the library's agenda or priorities.
- All gifts, grants, and support must safeguard equity of access to library services. Sponsorship agreements must not give unfair advantage to, or cause discrimination against, sectors of the community.
- All gifts, grants, and support must protect the principle of intellectual freedom. Sponsors may not direct the selection of collections or require endorsement of products or services.
- All gifts, grants, and support must ensure the confidentiality of user records. The library will not sell or provide access to library records in exchange for gifts or support.
- All gifts, grants, and support must leave open the opportunity for other actual or potential donors to have similar opportunities to provide support to MCL.

### Guidelines

- Gifts of used books and other media are made through the Mesa County Libraries Foundation's Friends of Mesa County Libraries. These gifts are accepted in accordance with the terms outlined in MCL's Collection Development Policy.
- Monetary gifts are made through the MCL Foundation, a 501(c)3 organization, including real estate; securities; and planned gifts such as willed donations, bequests, or endowments. The Foundation will honor expressed designations of each gift, but when this is not possible, gifts will be used where they can best support MCL on an as-needed basis.
- Sponsorships are pursued if MCL management determines that an association between the potential sponsor and MCL is suitable and will positively affect the public image that MCL has established in the community.
- Direct marketing of products is not conducted by MCL or permitted in association with MCL except in cases when relevant educational or artistic materials are promoted in conjunction with library events or activities.
- Any public use of MCL's name and/or logo, branches, special collections, resource collections, special services, programs, and departments must be approved by MCL's Senior Communications Manager.
- All gifts, grants, sponsorships, or in-kind support given with special requirements must be approved by MCL management.
- The Development Director will oversee the solicitation of all grants for MCL.

- Library management reserves the right to make decisions regarding the implementation of each grant, gift, sponsor, or offer of in-kind support to include purchasing decisions, program details and design as well as resource allocation.
- All gifts become property of MCL Foundation or MCL and are non-refundable. The decision to retain gift items is made by designated library staff.

### **Works of Art**

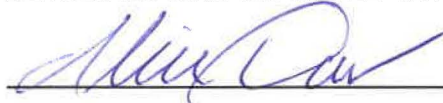
Although gifts of art objects are welcomed, a final decision on their acceptance rests with the Executive Director. Mesa County Libraries cannot appraise the value of a donation of art and may request that the artwork be accompanied by a current appraisal of value. The donor must prove ownership and authenticity of the artwork. An appropriate deed of gift or similar document transferring sole and exclusive ownership of the artwork to MCL will be required. All gifts are accepted with the understanding that sale or disposal of the items may be necessary in the best interest of MCL.

### **Recognition and Acknowledgment**

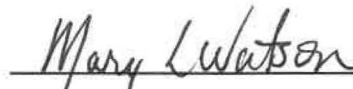
Sponsors and donors will be provided with levels of recognition commensurate with their contributions. Recognition of sponsors will be in conjunction with, but not limited to, the library events and activities supported by their sponsorships. The nature of sponsor recognition will be embodied in case-by-case sponsorship agreements between sponsors and MCL or the MCL Foundation.

Sponsors and donors will receive letters acknowledging their contributions.

*REVIEWED AND ADOPTED ON July 25, 2024*



Alice Dow – MCPLD Board President



Mary Watson – MCPLD Board Secretary