



Henrietta Public Library 625 Calkins Road Rochester, NY 14623

Donations Policy

Scope

The library accepts donations of items that will expand and enhance our collections and services. The Friends and Foundation of the Henrietta Public Library accepts monetary donations on behalf of the library. The library does not accept monetary donations directly.

Donations of Items

- The library accepts donations of books and other materials that the Friends and Foundation of the Henrietta Library sells in their book sales, based on criteria provided by the Friends and Foundation. The library retains some items for our main or pop-up library collections, and the remainder go to the Friends and Foundation to sell or recycle. The Friends and Foundation of the Henrietta library is a separately registered independent non-profit organization.
- The Director will determine whether or not to accept other items based on their condition, usefulness, space considerations, and the library's needs.

Appeals

Henrietta residents may bring questions about this policy and its administration to the Board of Trustees during their regular monthly meetings, which are typically held the first Wednesday of the month at 6:15 p.m. For specific dates and times, please contact the library or visit our program calendar at hpl.org.

Adopted February 10, 2016 Second Revision August 2017 Approved September 2017 Updated April 2018