

Frances Banta Waggoner Community Library
Guidelines Materials Donations

Thank you for your consideration of donating to the Frances Banta Waggoner Community Library! We very much appreciate the support we receive from our community. The Library Board and Friends of the Library have provided some guidelines as to what the library can/cannot accept in terms of materials donations.

Acceptable Materials:

- Books that are new, or in like-new condition—especially hardcover books
- Books that are published within the last 3-5 years
- Audiobooks, DVDs, and Music CDs in good condition (discs are mostly clean, might have light, superficial scratches)
- Large Print books
- Graphic novels
- Video Games

Material donations that we are unable to accept, per library policy:

- Textbooks
- Books with handwriting/highlighting notes
- Encyclopedias
- Readers Digest Condensed books
- Books that are generally in poor shape (dirty, moldy, broken binding, pages falling out, severely outdated, faded/yellowing pages, etc.)

If the library is unable to add donated materials into the collection, they will be given to the Friends of the Library for Spring or Fall Book Sales. The library reserves the right to evaluate, recycle, or dispose of donations in accordance with the criteria listed here. Gifts of items which do not accord with the library's objectives and policies may be refused or recycled. No conditions may be imposed relating to any item after its donation/acceptance, and the library/Friends of the Library do not return materials back to the original donor once they become library property.

If you have materials to donate, but are unsure if they fit the library's donation criteria, please call (563)659-5523 or email fbwclib@dewitt.lib.ia.us