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# Henrietta Public Library Board of Trustees Non-monetary Gifts Committee Charge Statement

Approved February 2024

## **Purpose and scope of the committee:**

This committee reviews non-monetary gifts that patrons want to donate to the library. The review entails considering the relevance, aesthetics, historical context, and cultural value of the non-monetary gifts.

## **Committee organization and reporting structure:**

- Committee reports to the Director of Henrietta Public Library.
- Committee is led by the Committee Chair.
- Committee will consist of 1 board member, 1 library staff, and 1 community member.
- Committee will provide the library director written feedback regarding why or why not non-monetary gifts will be accepted by the library.

## **Charges:**

- Select meaningful non-monetary gifts to enhance the library environment
- Review each donated non-monetary gift by applying the non-monetary gifts rubric criteria
- Provide the Director rationale on why or why not a non-monetary gift will be accepted by the library

**Meeting Frequency:** Twice per year.

**Term length:** Members serve two-year terms.