

SALE/DISPOSITION OF LIBRARY MATERIAL

At the discretion of Administrative staff, the Library will dispose of withdrawn Library materials in any of the following ways:

Appropriate materials may also be offered to District 205 and other Elmhurst schools or to not-for-profit/charitable organizations at the discretion of the Library Director or Assistant Library Directors. Remaining titles will be placed in the Book Sale Room for the public.

If there is reason to believe that gift or withdrawn material may be of particular value to collectors, dealers may be contacted to bid on them.

All materials placed in the Sale Room will be available on a first come/first served basis. The Library will not hold materials for specific individuals.

The Library will accept gift material to be considered for addition to the collection or to be placed in the Book Sale Room. See section 4.3 for policy on gift material. Items in the Book Sale Room are offered to patrons on a donation only basis. Administrative staff is authorized to suggest a donation per item and patrons may choose to donate when taking an item.