

**HUNTINGTON PUBLIC LIBRARY
MONETARY GIFTS AND PERSONAL FUNDRAISING
POLICY**

The Library and its Board of Trustees are is deeply appreciative of monetary gifts and most grateful to those who offer their services in the way of personal fundraising projects.

Thoughtfulness of past donors has greatly contributed to the enhancement of the Library.

In keeping with its mission and goals, the Library will handle monetary gifts in the following way:

1. Prospective donors are urged to consult with the Librarian and the Board of Trustees so that current and long-range needs of the Library expressed in the statement of mission and goals will be considered.
2. Prospective fundraisers must present their fundraising idea to the Librarian and the Board of Trustees for approval before proceeding with the project. They must further be willing and active participants in their fundraising project.
3. Donations that are intended to support programs already in place will be put into the Library's CSA (Community Support Account), a Town of Huntington Special Revenue Account. Donors can state whether they would like their donation to be spent for books, programs or budgetary costs, including salaries and related expenses. The HPL staff will inform the Board of donations to help guide the budgeting process, which includes developing the budget request to be presented to the Selectboard and the end of year resolution as agreed upon when the budget is approved for presentation to the voters.