

Monetary Gifts and Donated Materials

The library gladly accepts monetary gifts that can be used to purchase books, maps, videos, and other instructional materials to expand the library's collection. The librarian will work with the donor to ensure that the new items are appropriate if the donor has a specific interest in mind.

The library also accepts donated materials that are in very good condition, add value to the collection, and are in line with the diocesan selection policy. If you are interested in donating material to the library, please work directly with the librarian. Any material donated "blindly" to the library may be added to the collection, distributed to a classroom library, given to another school, sold, or discarded. There are some commonly donated items that cannot be accepted by the library:

- Encyclopedias over three years old
- Computer equipment that has not been cleared through the school's technology resource manager and the diocesan IT support team
- Books, magazines, or other printed material that is excessively damaged or has been exposed to mold or smoke
- Individual magazines, incomplete magazine collections, or any group of periodicals that does not include a published index