



Stickney-Forest View
Public Library District

"A Welcoming Place Offering A Sense of Community"

6800 West 43rd Street
Stickney, IL 60402
Phone: 708.749.1050
Fax: 708.748.3828

Surplus Property Policy

(Adopted June 2016; revised July 2017, revised November 2025)

The Stickney-Forest View Public Library District Board of Trustees has the authority, pursuant to the Illinois Local Library Act, to declare library property as surplus and provide for its disposal. Library property of the Stickney-Forest View Public Library District (e.g., print and non-print materials, equipment, or supplies), which, in the judgment of the Executive Director is no longer necessary or useful for library purposes, may be disposed of as follows:

- Property that is obsolete or broken and has no useful value may be discarded without notice.
- Library property of any value may be donated or sold to any other tax-supported library or to any Library System, subject to Board approval if the value exceeds \$1,000.00.
- Print and non-print materials may be given to the Friends of the Library or any other group or organization as approved by the Executive Director.
- Other items of library property having a current market value per item of less than or equal to \$1,000.00 may, at the discretion of the Executive Director, be: a) discarded; b) traded in on new equipment; c) sold; or d) given to local philanthropic, educational, cultural, governmental, or other not-for-profit organizations.
- Items having a current market value per item of more than \$1,000.00 but less than or equal to \$2,500.00 shall be displayed at the Library, and public notice including the availability and the date and terms of the proposed sale shall be posted.
- In all other cases, library property shall be sold in accordance with applicable statutes.

No preferential treatment shall be given to Library Trustees, the Executive Director, Library Staff, or members of their immediate families.