

## **Surplus Property Policy**

(Adopted June 2016; revised July 2017)

Surplus property, which in the judgment of the Library Director and involved staff members, as agents for the Library Board, is deemed no longer necessary or useful for library purposes, may be disposed of in the following manner:

1. Surplus property of any value may be donated or sold to other tax supported libraries library systems, school districts or other tax supported agencies as the Director, as agent for the Library Board, may determine.
2. Books and non-print materials from the Library's collections may be donated for sale by the Friends of the Stickney-Forest View Public Library, given to other libraries or charitable organizations, or discarded.
3. Whenever possible, property should be discarded in an ecologically sound manner.
4. Surplus property having an estimated value of less than \$1,000.00 may be discarded as determined by the Library Director.
5. Surplus property having an estimated value of more than \$1,000.00 and less than \$2,500.00 may, at the Director's discretion, be displayed at the library and a public notice of sale will be posted with dates and terms.
6. In all cases, surplus property will be handled according to the terms of the Illinois Local Library Act, 75 ILCS 5/4-16.

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### **Related**

Illinois Local Library Act (75 ILCS 5/4-16)

SFVPLD Financial Policy

SFVPLD Gifts and Donations Policy