

We welcome hardcover and paperback books in good condition. We also accept CDs and DVDs. Items may be used to augment the library collection, or they may be sold to benefit the library.

The library cannot accept: textbooks (college, high school, ect.) , LP records, audio or video cassettes (VHS tapes), encyclopedias, Readers Digest Condensed books, or books that have been wet or were stored in basements or garages (no mildew or dirt). We cannot accept most books that are more than ten years old.

Please examine the books you want to donate. It is difficult to throw books away, but some volumes, because of condition or subject matter, are of no value. The library will provide a receipt of donated items upon request. Determination of quantity and value are the responsibility of the donor alone. If you wish to donate more than a couple boxes or bags of books, please call the library first at (315) 769-9914

Thank you for your support of the Massena Public Library.

Donations are welcome and encouraged with the donors agreement and understanding of the following policies and conditions:

1. Donations of all kinds will be judged by the same criteria that the library applies to the purchase of new materials. The evaluation and disposition of donated materials is the responsibility of staff authorized by the Library Director.
2. Donors should speak with staff at the front desk prior to leaving donations. A staff member will quickly sort through the materials to verify that all the materials are clean, mildew-free and in good condition. **We are unable to accept: magazines that are more than 1 year old (current magazines are accepted for the magazine exchange), encyclopedias, textbooks that are more than 5 years old, condensed books (such as Readers Digest) and any item in poor condition.** Any donated materials not satisfying the above conditions will be returned to the donor.
3. Donations are accepted with the understanding that there are no restrictions on the library's right to use the materials in any way it deems fit or necessary. Accordingly, donated materials may be added to the library's collection, sold, given to or exchanged with other libraries, used in Friends of the Massena Library book sales to benefit the library, or discarded.
4. When the donor places restrictions or special conditions on the donation, such donation will not be accepted unless the Board of Trustees makes a special exception after due consideration.
5. The library welcomes gifts of cash for direct purchases of library materials and will try to accommodate the subject or title preferences of the donor. A bookplate recognizing the donor will be affixed to the material if desired.
6. The library cannot appraise the value of donated materials. However, the library will issue the donor a letter acknowledging the donation. The library is a tax-exempt organization and therefore, any donations made to the library, including bequests, are tax-deductible to the extent provided by law.

7. When real property or stocks or bonds are offered to the library, the matter will be referred to the Supervisor and the Town Board to ascertain whether such a planned donation should be accepted and to make certain that the donation would comply with all applicable laws and Town guidelines. All donations of money will be reported to the Town Board on the weekly deposit forms or the monthly investments reports. The source and purpose of each donation will be listed.

8. Personal property, art objects, portraits, antiques, museum objects and items of historical interest will be accepted only after careful consideration by the Board of Trustees and then only on the condition that they may be sold, given away or discarded or used in any other way at the discretion of the Library Director and the Board of Trustees.