

## **BOOK DONATIONS**

There is only one month to go until the first day of Spring, and you know what that means? Spring cleaning! In the next month or two, many of you will probably be going through boxes, drawers, and shelves of stuff ... including books. The Spirit Lake Public Library does take donations of some library materials, however, we are very limited on storage space, so we have to be rather selective on what we accept. Also, we don't have the staff to take care of large quantities of donated materials. Here are some helpful guidelines to make the process go more smoothly.

The first thing is that you will need to make an appointment. There are two library staff people who primarily deal with donated materials, and it works best if at least one of them is at the library when you bring in your donation. When making your appointment, please let the library know approximately how many items you are bringing. Library staff have only 5 – 10 minutes to attend to a donation appointment. If it's an overwhelming amount, we may need to schedule a second appointment.

Age of the materials is also important. We generally will accept items that are five years old or newer. Look in the first few pages to find the publication date. If it's older than 2018, we will decline the item. It's very helpful if you can pre-sort your materials before you bring them in.

The condition of the items is another thing that you will need to consider when packing up your donations for us. We like items that have clean pages, are odor-free, and are almost like new!

There are a handful of things that we will never be interested in accepting. They are as follows: cassettes, VHS tapes, magazines, encyclopedias, textbooks, and Reader's Digest Condensed Books.

At the end of your appointment, we will give you a handout that has a list of other places where you can donate or even sell books. If we forget to hand you one, just ask!

Please call (712) 336-2667 Monday – Thursday 9 a.m. – 6 p.m., Friday 9 a.m. – 4 p.m., or Saturday 8:30 a.m. – 2 p.m.