

## Kornhauser Health Sciences Library Gift and Appraisal Policy

Kornhauser Health Sciences Library (KHSL) accepts donations of books and related library materials, as well as manuscript collections and records documenting the history of the health sciences in the immediate area and western Kentucky, on a limited basis.

Items we can accept include:

- Books and audiovisuals published within the last 5 years.
- Books published prior to 1950, but only if preceded by a listing (including author, title, and publication year) of the materials.
- Journals published prior to 1950, but only if preceded by a listing (including title, volumes, and years)
  - The list will be reviewed by library personnel and only items deemed vital to our mission will be added to our collections.
  - KHSL reserves the right to dispose of any materials not needed for the collection

University Library policy prohibits the following:

- Acceptance of conditional or restrictive donations which limit general access to patrons, require private housing or handling, stipulate frequent or perpetual exhibition to identify the donor, or in any way inhibit the normal integration or ultimate disposition of such gifts within the library system.
  - Rare and historical materials require special storage and handling and are treated separately.
  - The Library Director may make exceptions to this policy only if the acceptance of certain restricted donations serves the best interests of the University.

#### Inheritance or Income Tax appraisals of gifts:

- are the responsibility of the donor and must be arranged and paid for by the donor. The library does not require this information. Acceptance of a gift that has been appraised by a third, disinterested party does not imply endorsement of such appraisal by the Library.

#### Interested donors:

- of books and serials are encouraged to contact:
  - Paul Mattingly at KHSL Technical Services at 852-5761.
- of historical materials should contact:
  - Kathie Johnson, Archivist/Curator, History Collections at 852-5778,