



Policy	Collections: Gift-in-Kind Donations
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	Okanagan College Library welcomes donations of books, scholarly journals and other media when:
1.	The proposed donation addresses the needs of subjects taught or proposed for inclusion in the syllabus at Okanagan College;
2.	The proposed donation does not duplicate holdings in the collection, except as the Library determines such duplication to be desirable;
3.	The proposed donation is in a physical condition and format suitable for library use;
4.	The costs of appraisal and/or shipping the proposed donation can be afforded by the Library;
5.	The proposed donation can be stored and processed efficiently into the collection;
6.	The proposed donation does not consist of audiovisual media for which public performance rights are unavailable;
7.	Arrangements can be made which are mutually agreeable to the donor and the Library regarding appraisal, shipment, and location of the donation within the Library collection.

Approved by the Library Management Committee, January 19, 2006