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Statement on Appraisal of Gifts

Developed by the Committee on Manuscripts Collections of the Rare Books and Manuscripts Section. Approved by the ACRL Board of Directors on February 1, 1973, in Washington, D.C. This statement replaces the 1960 policy on appraisal (Antiquarian Bookman, v.26, December 19, 1960, p. 2205).

1. The appraisal of a gift to a library for tax purposes generally is the responsibility of the donor since it is the donor who benefits from the tax deduction. Generally, the cost of the appraisal should be borne by the donor.

2. The library should at all times protect the interests of its donors as best it can and should suggest the desirability of appraisals whenever such a suggestion would be in order.

3. To protect both its donors and itself, the library, as an interested party, ordinarily should not appraise gifts made to it. It is recognized, however, that on occasion the library may wish to appraise small gifts, since many of them are not worth the time and expense an outside ap-

praisal requires. Generally, however, the library will limit its assistance to the donor to: (a) providing him with information such as auction records and dealers' catalogs; (b) suggestions of appropriate professional appraisers who might be consulted; (c) administrative and processing services which would assist the appraiser in making an accurate evaluation.

4. The acceptance of a gift which has been appraised by a third, and disinterested party, does not in any way imply an endorsement of the appraisal by the library.

5. An archivist, curator, or librarian, if he is conscious that as an expert he may have to prove his competence in court, may properly act as an independent appraiser of library materials. He should not in any way suggest that his appraisal is endorsed by his library (such as by the use of the library's letterhead), nor should he ordinarily act in this fashion (except when handling small gifts) if his institution is to receive the donation. ■■

Statement on Legal Title

Developed by the Committee on Manuscripts Collections of the Rare Books and Manuscripts Section. Approved by the ACRL Board of Directors on February 1, 1973, in Washington, D.C.

1. Every library should acquire proper and

legal title to all gifts of books, manuscripts, and other materials, which have significant monetary value. It is recognized, however, (a) that it is often impossible to acquire title to collections many years after they have been received by the library; (b) that frequently, where small collections of materials are involved, the donor

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may not be certain exactly where title rests; and (c) that when single items or very small collections are involved, donors often do not wish to become involved in library gift procedures.

2. Many libraries still accept temporary deposits. As a general principle, such gifts ordinarily should not be accepted unless (a) the library has reason to believe that a temporary deposit is the only way in which the material is likely to be preserved; or (b) the library has reason to believe that a temporary deposit will in time be changed to a permanent gift; or (c) except where ownership of corporate records is governed by state and/or federal regulations.

3. Ordinarily transfer of legal title by gift is accomplished by a properly executed form, variously described as "Instrument of Gift" or "Certificate of Gift." This form should include

the following: (a) name and address of the donor; (b) description of the gift; (c) statement of transfer of legal title, and where possible and applicable, copyrights and literary rights; (d) any restrictions; (e) directions concerning disposal of unwanted items.

The form must be (1) signed and dated by the donor and (2) witnessed and dated by another party who is neither related to the donor nor employed by the institution receiving the gift.

An additional evidence of proof would be the notarization of the donor's and witnesses' signatures. ■■

(Reprints of the above statements are available from ACRL, 50 E. Huron St., Chicago, IL 60611. Single copies are free of charge. Multiple copies are twenty cents (20¢) each.)

Statement of the American Library Association's Policy on Federal Legislation Regarding College and Research Libraries

Adopted by ALA Council
January 26, 1973
Washington, D.C.

As a vital part of higher education, library resources and services must be strengthened and expanded to meet the increases in student enrollment and to support new and changing programs of instruction and research. Increased support of university, college, and junior college libraries must be a part of increased funding of higher education. Any federal legislation which stimulates new or expanded educational programs should provide sufficient additional funds to meet the library material and personnel needs required for the success of these programs.

Substantial financial aid is needed by libraries in the nation's developing institutions if they are to overcome the many years in which they received little or no financial aid to support their educational programs. At the same time, major research libraries of the country need substantial financial aid if they are to continue to acquire the vast product of worldwide scholarship and make it available beyond their own academic communities.

Funds for library materials and personnel, federal scholarships and loans, special grants, research grants and contracts, assistance in building programs, and tax exemptions for ed-

ucational institutions benefit the nation by improving the quality of higher education. The Higher Education Act has contributed immeasurably to the improvement of higher education by providing funds for library resources and facilities. ■■

The Task Force on the Status of Women in Librarianship is interested in obtaining information on the placement services of the accredited graduate library schools in the United States. At the beginning of January, a brief questionnaire was directed to the chief administrator of each program. While replies will be kept confidential, plans are being made to tabulate the results. Persons wishing a copy of the questionnaire (e.g. unaccredited programs, Canadian, and other schools) may direct requests to Helen Rippier Wheeler, Associate Professor, School of Library Science, Louisiana State University, Baton Rouge, LA 70803. The Task Force on the Status of Women in Librarianship, Michelle Rudy, Coordinator, is a part of the Social Responsibilities Round Table.