

DISPOSITION OF SURPLUS EQUIPMENT

The Library Director may dispose of unnecessary or unutilized Library equipment in any legal manner. It is preferred that equipment deemed to have value be sold or donated to other libraries or agencies of public good rather than being discarded.

The Library Director shall report to the Board of Trustees at a regularly scheduled Board of Trustees meeting disposed equipment which held an appraised value of more than or equal to one thousand dollars (\$1,000).

The Library Director shall receive approval by the Board of Trustees at a regularly scheduled Board of Trustees meeting prior to disposing of equipment which holds an appraised value of more than or equal to five thousand dollars (\$5,000).

Latest Revision: January 23, 2006
Originally Adopted: March 29, 1999