

MAUSTON PUBLIC LIBRARY GIFT POLICY FOR THE TRUSTEES

In the event of the death of an immediate family member (i.e. spouse, child or parent) of a member of the library staff, the library director has been authorized to act on behalf of the board of trustees and purchase an appropriate memorial, not to exceed \$5.00 per trustee, which shall be repaid by individual trustees on or before the next regular board meeting. Notice of the amount to be repaid will be sent out with the monthly board packet.

In the event a member of the library staff is married, gives birth, adopts a child, or retires from the library employment, a decision will be made at a monthly trustee meeting regarding the appropriate action to be taken.

Any other events involving library staff members may be handled at the discretion of individual trustees, rather than the director acting for the board as a whole, unless otherwise designated.

Adopted: July 20, 1994