

LIVERMORE PUBLIC LIBRARY

SALE OF COMMERCIAL ITEMS IN THE LIBRARY

Statement of Policy

Commercial items may be sold in the Livermore Public Library only upon approval of the Director of Library Services. At least some portion of the proceeds from the sale of the items must benefit the Library and its programs and services through a gift donation or must be a public service to the citizens of Livermore. Wherever possible, local Livermore businesses should be contacted to provide the commercial items at competitive and reasonable prices. Commercial items may include books for sale to the general public at programs and otherwise, used books, book bags, pencils, paper, event tickets, etc.

Rationale

The basis for establishing a policy relating to the sale of commercial items is to determine guidelines and a procedure for such activity within the Library and at Library-related events. The public library exists primarily to provide organized library services to the community and is a non-profit institution. Profits generated from the sale of items to library clientele which go to for-profit organizations or are otherwise not to the benefit of the Library are not appropriate in light of the Library's primary mission and non-profit status. The policy set up to allow limited sale of commercial items has been created to enhance the ability of the Library to generate funds for its own programs and to enhance Library-related activities, not as a commercial venture or to further commercial ventures in the community.

Procedure

Any organization or individual wishing to sell commercial items in the Library should indicate to the Director of Library Services in writing the items they wish to sell, the time frame in which they wish to sell them, their appropriateness to the Library's primary mission and the manner in which the sale of such items will benefit the Library. The Director of Library Services will respond in a timely manner to the request. If the sale of the items is disallowed, the Director of Library Services will indicate the reasons for the decision. Final judgment on the sale of commercial items in the Library will be made by the City Manager of the City of Livermore.

Approved by Board of Trustees, January 1990.
Reaffirmed by Board of Trustees, January 2004