

Disposition of Library Items Purchased with State Funds

Policy initially established March 8, 1999 by Tom Sloan, State Librarian

Reviewed and readopted by Council On Libraries and Annie Norman, State Librarian, March 9, 2009

Delaware Code, Title 29, Section 6604 states, “The Division shall publish guidelines for the disposition of library materials purchased with state funds.”

Definitions

1. As used in this guideline, the term “item” includes equipment, computers, books, vehicles, tools, supplies and any other property, but does not include real property such as, but not limited to land and buildings.
2. As used in this guideline, the term “state funds” includes all state-appropriated funds received by a library from DDL.

Guidelines

1. Any single item purchased with state funds and with a value of less than \$5,000 at the time of disposition, shall be considered an asset of the library governing authority and disposed of according to written policy for the disposition of library assets.
2. Any single item purchased with state funds and with a value of \$5,000 or more at the time of disposition, may be considered an asset of the State and not the library that holds or uses the item. Any library wishing to dispose of a single item purchased with state funds and with a value of \$5,000 or more at the time of disposition, must notify in writing DDL of the availability of the item. DDL will determine if the State retains an interest in the item. The library may only dispose of the item with the written permission of DDL.