

## **Mount Kisco Public Library**

### **Monuments and Markers for Library Building and Grounds Policy**

Mount Kisco Public Library's facilities and grounds serve a broad public purpose for the residents of the Village/Town of Mount Kisco. Aware of the library's desirable location, and the diversity of people who come to the Library over the course of any year, the Board of the Mount Kisco Public Library has a special responsibility to steward the Library's facilities and grounds so that they reflect and are welcoming to the populations that they serve as fully as possible. Additionally, the Board is cognizant of its responsibility to future administrators and boards so that they may maintain focus on the library's operations, collections and programs, and stewardship of its building and grounds in the least burdensome way.

Any proposals for the temporary or permanent placement of memorials, plaques, and other commemorative or celebratory monuments or markers on the grounds of the Library must be presented to, and approved by, both the Town/Village of Mount Kisco and/or its appropriate departments, prior to submission to the Library. After a proposal is approved by the Village/Town of Mount Kisco, the Board considers the recommendation of the Library's administration and the following set of criteria.

For consideration of the placement of memorials, plaques, monuments, markers or similar additions to the Library building or grounds the proposal must:

- Complement the Library's mission and goals.
- Improve or augment the appearance and public enjoyment of the Library.
- Meet community needs and/or reflect broad community interests or values.
- Maintain public safety.
- Have no unsupported material impact on the Library's operating budget now or in the future.

After approval by the Village/Town of Mount Kisco and/or its appropriate departments, proposals for the addition of memorials, monuments, markers or similar additions to the Library's building or grounds must be made in writing to the Library administration for the consideration of the Board. Donations will be accepted only on condition that they may be used, removed, relocated, sold, given away, or discarded at the discretion of the Library Board. Assignment of value to non-monetary gifts is the responsibility of the donor. The Library does not appraise items for donors, nor endorse appraisals provided by donors.

Approved and adopted by the Library Board of Trustees on May 21, 2026.