POLICY 502
AUTHORS’ APPEARANCES

The Library Board encourages appearances and speaking engagements by authors but recognizes that such appearances may only be possible and affordable if they are in tandem with a book-signing event. At such an event, a limited number of copies of an author’s books will be made available for purchase. The following conditions will apply:

Only the Library may sell the books. An author may not sell merchandise in the Library.

All books purchased for resale to members of the public must be purchased on consignment, with all unsold items being returned to the publisher. The Library may keep one autographed copy for its collection.

The Library may sell these books at a discounted price. In determining that price, the Library will include in the cost of the item all shipping charges, including an estimate of charges for returning unsold items to the publisher, and all appropriate sales tax.

Additional income realized from the sale of books will be reported as income and will be used for educational purposes that may include the purchase of additional library books, or the scheduling of other library programs.

Adopted, Board of Library Trustees, November 13, 2000