

VII. Naming Recognition Policy

It is the policy of Vineyard Haven Public Library from time to time to recognize the generosity of an individual(s) and/or corporation(s), foundation and/or other donor(s) by choosing to create a specific naming designation for a collection, facility or portion of the facility. While the Library Board of Trustees is grateful for and encourages donations from all individuals, businesses and organizations, the Board has the right to decline any gift to the Library and/or reject naming proposals.

The Vineyard Haven Public Library Board of Trustees has the final and exclusive authority for the naming of library buildings, gardens, areas, rooms, spaces, collections, and any other library facilities. Proposals for naming must be in writing, coming from a Library Trustee, Town Administration, community group or individual, for consideration by the Library Board of Trustees.

Policy and Procedure:

1. The Library shall be named Vineyard Haven Public Library.
2. Rooms, gardens or other portions of a facility may be named for the function of the area; e.g., the "Children's Room," or "Local History Room," or similar designation, preceded or followed by the name of an individual, family, corporation, etc. approved by the Board of Trustees for an extraordinary monetary contribution, in-kind support or service to the library.
3. Endowment proposals such as those for a collection may also include naming rights. A collection may be named or renamed by the Library Board of Trustees in recognition of a donor when the funding is sufficient to create and maintain the collection, and it meets the library's needs and other criteria.
4. Service Program donors who sponsor an entire program period may be recognized by placing signage in the service area within the facility, acknowledging their sponsorship, for the life of the service provided. If a sign is not desired by the donor, another form of recognition may be implemented, by mutual agreement.
5. The Board of Library Trustees reserves the right to terminate or alter a naming designation under unusual or extraordinary circumstances.
6. If a distinctively named library facility is relocated, substantially remodeled, or converted to use other than its original use, the facility may be renamed to reflect the association of new donors or community interests related to the changing facility. In such instances, the original name shall be honored in an appropriate manner, to be determined by the Library Board of Trustees.