The library may accept donations of books, art, and other materials, with the understanding that donations are final and become the property of the Rapid City Public Library. The library will evaluate items proposed for donation, reserves the right to use, dispose of, or refuse donations, and cannot guarantee that any donation will become part of the collection or be kept permanently. The library also accepts long term loans of art, as approved by the Library Board of Trustees.

Donations of books & other materials.
Persons interested in donating books should call the library in advance to schedule a time for review; dDonations of books and other materials will be reviewed by library staff before being accepted. Donated items must be in like-new or very good condition and if considered for the collection, are subject to the same "Criteria for Selection" as for purchased materials. Accepted donations that the library does not add to the collection are given to the Friends of the Library or other community non-profit agencies for sale or disposal.

The following are not accepted as donations:
- Magazines, newspapers, textbooks, or encyclopedias
- VHS, record albums, 8 tracks, cassette tapes, or computer software
- Soiled, mildewed, written in, or otherwise damaged or heavily worn items

Donations or loans of art: See the Displays and Events Policy.
Permanent donations or long-term loans of art works may be accepted, as selected by library administration and approved by the Library Board of Trustees. Selection criteria include space available for art within the facility, relevance to region (by subject or artist), heritage, or culture.

Memorial or monetary donations:
Memorial or other monetary donations: Monetary gifts are accepted by the Rapid City Library Foundation on behalf of the library. If the donor wishes specific items to be purchased, they must fall within the "Criteria for Selection" guidelines.

Revised June 14, 2021; February 11, 2019; June 11, 2018