
Board Policy



Naming Recognition

Policy Statement

Pierce County Library System (the “Library”) locations are typically named for geographic areas where they are located. In certain circumstances, the Library will recognize donors through the display of commemorative signage and/or by bestowing a donor’s name on a Library space.

Purpose

To establish naming conventions which ensure easy understanding of facility locations for the public, and to allow opportunities for the Library to be consistent and equitable in recognizing substantial donations.

Policy

The Foundation Director and the Library Executive Director develop naming opportunities, guidelines, and thresholds to ensure equity and consistency. Such opportunities are intended to allow the Library to show appreciation for substantial donations and to inspire substantial donations.

Prior to, or in the midst of, a major capital fundraising initiative conducted by the Foundation, the Library Executive Director and Foundation Director will approve a list of naming opportunities and thresholds related to the project.

Naming as recognition generally lasts for the useful life of the space of facility. The Library reserves the right to determine whether existing named spaces will be transferred when a facility is replaced or remodeled.

An exception to geographically-oriented names of libraries may be considered when a library site or construction, or both, if financed in part through private donation(s) and when such donation(s) equal or exceed a substantial portion of the total project cost.

Changes in library names will be considered if a name no longer provides a readily apparent indication of the library’s geographic area.

Honoring opportunities may be offered to individuals, foundations, groups, or corporations in recognition of substantial funding support for the Library and its programs. Donors seeking such opportunities may have the choice of honoring a leading community figure or requesting that their name or the name of another individual or entity be recognized. Honoring opportunities do not extend beyond the useful life of the spaces or facilities in which they are located.

Substantial donation: Cash, securities, real or personal property, or contributions of services or service that represent a major percentage of the cost of the portion of the facility named or represent a substantial donation to the Pierce County Library Foundation (the “Foundation”), a separate Washington State

nonprofit organization having 501(c)(3) status. “Substantial”, in the context of this policy, shall be determined solely by the Foundation and Library.

Not all substantial donations will be recognized by naming.

Charitable Agreement Morals Clause

If at any time the donor/sponsor fails to conduct themselves without due regard to public morals and decency, or if the donor/sponsor commits any act or becomes involved in any situation pertaining to the intentions of this clause, or occurrence tending to degrade the donor/sponsor in the community, or which brings the donor/sponsor into public contempt or scandal, or which materially and adversely affects the reputation or business of either the Library or the Foundation, whether or not information in regard thereto becomes public, the Library and Foundation at their sole discretion shall have the right to remove donor’s/sponsor’s recognition rights as required pursuant to the donation/sponsorship agreement.

Adopted by the Pierce County Rural Library District Board of Trustees (as Policy on Branch Library Names): January 21, 1981. Revised and renamed (Naming Policy): September 17, 1998. Revised: May 15, 2013, May 8, 2024

By the enactment of this policy the Board of Trustees of Pierce County Library System is concurrently rescinding any prior policy or procedure within PCLS that is either in conflict with or expansive of the matters addressed in this policy.