

## Naming Opportunities

It is the policy of the Hoboken 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 a facility. Naming opportunities are also available to honor a person's significant service to the Library or to the society at large.

The Board of Trustees (Board) of the Library has the sole right to name or rename collections or facilities. The members of the Library Board and the Library's chief executive officer (the Library Director) may recommend naming opportunities to the Hoboken Public Library Board of Trustees. The Board recognizes that naming a collection, facility or portion of a facility is a decision of immense importance; therefore, making these decisions is undertaken with an appreciation for that significance.

While the Board 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.

A. Meeting rooms, reading lounges, study rooms, special use areas, equipment, walkways, other interior and exterior spaces, and facilities or a portion of a facility may be named or renamed by the Board to recognize an individual. Appropriate contributions for such naming opportunities will be at the discretion of the Board and will be determined by square footage cost, actual cost of equipment, on-going operating cost, etc., depending on the specific area or item.

B. Endowment proposals such as those for a collection may also include naming rights. Collections may be named or renamed by the Board to recognize a donor. Appropriate contributions for such naming opportunities will be at the discretion of the Board and will be determined by cost of materials, staff, on-going operating costs, etc. depending on the specific program or collection.

C. the Hoboken Free Public Library is listed on the New Jersey State and National Register of Historic Places and will not be named or renamed. However, The Board will review, consider and approve or decline a proposal that a future expanded space or annex bear a designated name when a prospective donor wishes to make a substantial gift to the Library.

D. The name of the neighborhood in which a future library building is located will be included in the facility's name unless otherwise agreed upon by the Board.

E. the Board reserves the right to terminate or alter a naming designation under unusual or extraordinary circumstances.

F. 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.

G. Naming a collection, facility or portion of a facility to honor individuals who have contributed significantly to the social, academic, scholarly, research or political life of the community rather than a donor is permitted. Generally the Library does not allow the naming of a collection, facility or portion of a facility after a living person.

Those honored with such a naming might be:

- a. Persons who have contributed significantly, in one way or another, to the growth and development of the Library;
- b. An illustrious former employee, board member or the member of the Friends of the Hoboken Public Library or the Hoboken Public Library Foundation.
- c. An outstanding statesperson, educator, or scholar who may or may not be connected to the Library or the City of Hoboken.