

Naming Rights

Approved by: Library Board

Approved Date: February 19, 2020

Review Schedule: Every 5 years

Next Review Date: 2025

The Ramsey County Library Board will approve all naming proposals for major service areas and rooms within libraries and on library grounds.

The Library Board will approve a list of monetary values assigned to specific naming rights associated with the construction, expansion, or renovation of a library. Naming rights will only be granted for monetary as opposed to in-kind donations. Any request regarding operation or programmatic conditions of a gift must be approved by the Library Board.

The Ramsey County Library Board reserves the right to reject donations by individuals, groups, organizations. If an individual, business, or organization, after which a room or area has been named, comes into disrepute at the Library or in the community at large, the Library Director may recommend to the Ramsey County Library Board that the use of the name be discontinued.

Naming rights are subject to the following conditions:

- A naming conferred in recognition of a pledge is contingent on fulfillment of that pledge and will be approved on that condition.
- The Library Board will approve the terms of a naming right as specified in an Agreement for Naming Rights.
- Naming rights generally will not extend beyond the normal life of the room. Naming rights will remain in place for a minimum of 15 years and a maximum of 25 years. In the event the room or building is significantly altered in a timeframe less than 75% of the agreed upon time frame when the gift was made, the Ramsey County Library Board will roll the name forward in a similar capacity.
- The Library reserves the right to demolish, retrofit, add to or maintain the named area.
- If a facility must be replaced or substantially renovated, or the use of an area re-designated, it may be named for a new donor, subject to the specific terms and conditions set forth in any gift agreements related to the prior naming action.
- The Library strives to maintain a consistent look with signage. All signage recognizing donors must comply with the aesthetic standards of the library in which it is located.

- The Library may entertain a donor's request to change the original recognition in naming when there has been a change in ownership, changes in business name, or cessation of business. All costs associated with changing from the original name will be paid by the person or business requesting the change.

Donors may also contribute to the purchase of groups or individual items of furniture, sections of shelving or service desks, items for the library collection, works of art, educational play structures, or any other fixtures within a Ramsey County Library building. These contributions are not considered naming rights. They may be acknowledged with an inscription or plaque. All donors who contribute at a level to be determined by the Library Board to a library capital campaign will be recognized on a donor wall in the library building.