

Update to Mentor Message #48 Changes to Book Donation Policy

The Warden has a continuing policy with respect to loaning books to mentees. All donations and loans of books must first receive the approval of the Chaplain. Week, the Chaplain revised the guidelines. See highlighted notes, below.

1. No books, not even Operation Timothy or similar workbooks may be brought in and given to the prisoner without a proper donation form to the attention of the Chaplain.
2. You may bring individual type-written pages or copied pages used in the course of mentoring. **Twenty two-sided stapled pages is the limit without prior approval.**
3. All books, Operation Timothy, are to be donated to the Chaplain's Library for the use of a mentee, and then (if not a workbook that has been written in) for the subsequent use of all prisoners. Otherwise, nothing is to be given.
 - a. Permission must be received from the Chaplain's office like we always do, through Group Leaders, Steven Howell, or Alan Bonderud. When you want to give a book, this must be done first. Please do not go directly to the Chaplain with your request. It should be done only through those of us who have open access to him.
 - b. Once approved, the book will be donated using an official WS F&CB donation form, marked that it is a donation for the Chaplain's Library. Take the book to the Security Bunker and leave it with a donation form. A donation form is included with this Mentor Message. Alternatively, your Group Leader can help with this.
 - c. Please note a change in our process. On the form, it should **NOT** be marked that it is for your mentee. If it has a mentee's name, it will be returned. We must advise the Chaplain separately.
 - d. **You will turn in the form and the book to the Corrections Officer in the Security Bunker and you must fill in the information in the new Donation Logbook.**
 - e. When you have donated the book, advise your Group Leader, Steven Howell or Alan Bonderud. One of the men will send the Chaplain a note that this book is making its way through Security to him. Chaplain will see to it that the mentee receives it.
 - f. If it is not a workbook, the prisoner will return the book to the Chaplain's religious library after use.
 - g. Note also, that rules are now modified so that donations may be left after normal business hours in the Security Bunker with the donation form, noting the Chaplain as recipient. **It is important that the details have been entered into the new Donation Logbook to avoid confusion and loss.** Mentors are not allowed to carry in donated books. They must be left in the bunker.

Oh, magnify the Lord with me, and let us exalt His name together. (Psalm 34:3)