

Crete Public Library Policies Handbook

700 Collection Development

The library collection will reflect the needs and interests of the community. A variety of resources will be offered on this analysis of need. The library collection will be kept relevant to community interests through purchases, acceptable donations, and withdrawals.

700.1 Selection and Purchase Policy

The library subscribes to the Library Bill of Rights of the American Library Association. (See Appendix A1)

The library subscribes to the Freedom to Read statement prepared by the American Library Association and the American Book Publisher's Council. (See Appendix A2)

The library subscribes to the Freedom to View statement ascribed to by the American Library Association. This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989. (See Appendix A3)

- A. The library will provide materials to meet the diverse needs of this community. Selection will be made on the basis of requests, interest in current topics, and need. Material selection will be completed by the appropriate library staff based on community interests. A balanced collection will be maintained in-so-far as the interests of the community are being met. Materials may be defined as print or non-print items.
- B. The standard selection tools will be used whenever possible in choosing materials. These include, but are not limited to: Library Journal, School Library Journal, and Booklist.
- C. The library will not attempt to furnish materials needed for normal courses of study offered by the schools. The public library has materials for self-study, but is not designed to furnish reading required for academic study.
- D. The library will strive to remain informed of other sources of books and media which are publicly available to avoid unnecessary duplication.
- E. Materials which are no longer useful in the light of stated objectives of the library will be systematically withdrawn from the collection according to accepted professional practices. If not saleable, such materials will be destroyed or offered to another institution. Items will be withdrawn from the collection on a regular basis, according to established standards. These standards include, but are not limited to, patron demand, relevancy to current interests, and copyright date of material (particularly non-fiction).
- F. The library collection is made useful by the acquisition of new resources. Donations which are relevant to the current collection are also added to enhance the library's resources.
- G. No one group or individual will unduly influence the acquisition or withdrawal of library resources. In the event that a patron has an objection to library resources, library staff will provide he/she with the Request for Reconsideration of Library Material form. Upon the patron's completion of this form, it will be forwarded to the Library Director for further consideration. (See Appendix B4 for Reconsideration Form.)