



External Policy

Collection Development & Materials Selection - What type of materials do you buy? How do you balance your collection? How do you manage a patron challenge to something purchased? How do you balance your collection with community needs?

http://midhudson.org/department/member_information/library_policies.htm#collectiondevelopment

Sample

1. The responsibility for the collection rests with the Library Board. The responsibility for selection of materials rests with the Director, who delegates this task to qualified professional staff. These librarians may in turn consult with other staff who have a variety of expertise in their respective fields.
2. The selection of library materials should be based on a comprehensive knowledge of the nature and special characteristics of the local community.
3. The collection should include subjects of permanent value and current general interest on international, national and local levels.
4. A "complete" collection of library materials should not be the goal, but the best and most useful materials should be selected. Some materials may be acquired primarily on the basis of their artistic merit, scholarship or value to humanity, while others are selected to satisfy the informational, recreational or educational interests of the community.
5. Materials for individuals of varying ages, educational levels and interest should be acquired.
6. The library acquires a wide range of materials in a variety of formats according to their suitability for public library use and their cost effectiveness. Each type of material is considered in terms of its own merit and its intended audience.
7. Wherever possible, the Library will provide materials to anticipate the needs and interests of potential users.
8. Gift materials will be judged by the same standards that apply to purchased materials. (See "Gift Policy.")
9. The collection is maintained by retaining or replacing essential materials and removing, on a systematic and continuous basis, those works that are worn, outdated, or no longer in demand.
10. No library materials shall be excluded based on expressions of race, religion, nationality, or political or social views.
11. Censorship is a purely individual matter. Responsibility for the reading/viewing/listening material of children and adolescents rests with their parent or legal guardian. The library does not stand in loco parentis. This policy defends the principles of freedom to read, view or hear, and no material shall be removed from the collection save under the procedures for "Reconsideration of Library Materials" adopted by this Board of Trustees.
12. This Board has adopted and declared that it will adhere to and support: The Library Bill of Rights. The Freedom to Read Statement adopted by the American Library Association. The Restricted Access to Library Materials Statement, and The Free Access to Libraries for Minors Statement, all of which are made a part hereof. This policy is determined by the Library Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board. Appeals may be submitted to the Board in writing.

[with thanks to the Town of Esopus Library]