

## **Materials Selection Policy T or C Public Library**

**Purpose:** This policy sets broad guidelines for the selection of library materials that correspond to the Library's mission. It may also be used to inform the public and staff about the principles upon which selections are made.

**Definitions:** *Selection* refers to the decision to add, retain, or withdraw materials in the library's collection. *Library materials* include all items in the library's collection, regardless of format. *Access* is the availability of materials in a variety of formats for users of all ages and ability.

**Goal of materials selection:** The goal of materials selection is to provide a collection that meets the informational, educational, and recreational needs of the residents of our community.

**Responsibility for materials selection:** Selection of all materials will be the responsibility of the Library Director, and the collection development team, within the framework of policies determined by the library board. The general public may recommend materials for consideration.

**Criteria for materials selection:** The library fully supports intellectual freedom. See the ALA Library Bill of Rights (attached). Each type of material is considered in terms of its own merit and the audience for whom it is intended. No single standard can be applied in all cases. It is the goal of the library to be inclusive, not exclusive, in collection development. Some materials may be judged in terms of artistic merit, scholarship, or value to humanity; others may be selected to satisfy the informational, educational, or recreational interests of the community.

Reviews in professionally recognized resources are a source for materials selections, as well as, standard bibliographies, and book lists.

The library will keep its collection vital and useful by retaining or replacing essential materials. Works that are outdated, inaccurate, worn, of little historical significance, or no longer in demand will be systematically removed. See "Discards Policy".

**Reconsideration:** The customer's choice of library materials for personal use is an individual matter. Responsibility for the use of materials by children and adolescents rests with either their parents or legal guardians. While a person may reject materials for himself or herself and for his or her children, he or she may not exercise censorship to restrict access to the materials by others.

Any patron in the Library's service area who objects to the presence (or absence) of a work may file a complaint, in writing, with the Library Director and/or Library Advisory Board. The Library Director and the Library Board will review all challenges. While an item is under review it will remain in the collection. The patron will be informed of the Board's decision regarding the challenge.

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