

# COLLECTION DEVELOPMENT POLICY

## PURPOSE OF COLLECTION:

The collection (both physical and digital) of the Julia Hull District Library is intended to meet the diverse needs, experiences, and aspirations of the local community, including interests of both the general Public and High School Students and Faculty. Through its collections, in all available formats, the library aims to engage, inform, and inspire.

**GUIDING PRINCIPLES OF COLLECTION:** Aligned with its Mission, the library advocates for broad and meaningful participation in the library, including the use of its materials. It does not promote all of the ideas found in its collections or the discussions those ideas may inspire, but provides the spaces and opportunities for those ideas and discussions to take place.

The Julia Hull District Library recognizes and respects the guiding principles of intellectual freedom. As such, the library upholds the right of the individual to secure information, even though the content may be controversial, unorthodox, or unacceptable to others. Materials available in the library present a diversity of viewpoints, enabling citizens to make the informed choices necessary in a democracy. No materials shall be excluded because of race, gender, nationality, other legally-protected characteristics, or the political or social beliefs of its content or creator. Further, selections will not be made on the basis of any anticipated approval or disapproval by the community, but on the merits of the work in relation to building the collection and serving the varied interests of readers.

The Library upholds the American Library Association's *Freedom to View, Freedom to Read, and Library Bill of Rights*. The Library shall select materials in accordance with the spirit of those documents. The following statements from the Library Bill of Rights pertain specifically to materials and information:

Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment. Selection of resources for the library's collections will not be inhibited by the possibility that some resources may inadvertently come into the possession of children. Responsibility for any restrictions on a child's access to any library materials rests solely with the child's parent(s) and/or legal guardian(s).

## **SCOPE OF COLLECTION:**

Collection Development for both the Library and School Districts shall be evidence-based, including circulation, formal data, patron feedback, research and review, and professional insight. Materials considered for inclusion will be judged as a whole rather than on isolated pages or portions of the material. It shall support the advancement of knowledge, the education and enlightenment of the community, and library use for the purposes of recreation and leisure. It shall include both physical and digital content.

Funding provided by the School District for purchases of materials shall be utilized for the purpose of supporting student curriculum and enhancing staff instruction and continued education.

## **RESPONSIBILITY OF COLLECTION:**

The authority and responsibility for the selection of library materials rests ultimately with the Library Director, and any delegated Full-Time library staff. Material selection is defined by the professional expertise of the staff, and is informed by a diverse public interest; timeliness and relevance to news and cultural events; and publishing and social trends. Community recommendations are welcomed and are subject to the same criteria as any other material. The library does not collect textbooks, academic, or technical materials unless they are considered useful. As stewards of content, the library further considers materials relative to cost, space, maintenance, and safety.

Continual evaluation of library materials and resources is critical to collection development. Resources that are judged by the professional staff to have outlived their usefulness may be withdrawn, based on diminished circulation, physical condition, usefulness, and accuracy. For more information on this process, please review the library's *Collection Maintenance & Deselection* policy.

## **GIFTS & DONATIONS**

The library accepts donations of materials or monetary gifts for purchase of items, equipment, or digital content for the library collection. Donations may be tax deductible, though that determination is not made by the library, nor can the library appraise the value of a material donation.

Material donations are accepted, as space and need allow. Any material donations become the property of the library and may or may not be accepted into the library collection, based on library selection criteria. Once the library takes possession of an item, the library is free to make all decisions in accordance with its established policies and procedures with respect to the retention, storage, processing, use, and deaccessioning of that item.

## **PATRON STATEMENT OF CONCERN**

The library offers a wide range of physical and digital materials to meet the diverse needs of patrons throughout the community. Library patrons with concerns about a particular item are asked to complete, in its entirety, the library's *Patron Statement of Concern* form (ONE item per form). The form will be reviewed by professional staff using the guidelines established by our selection criteria. Final decisions are the responsibility of the Library Director.