

# **Selection/Collections Policy—Perry Carnegie Library**

## **Selection**

Library material selection will be based on reader interest, currency, cost, subject, and format. The library will provide diverse materials that include controversial topics. In its most general terms, it will be the library's policy to purchase the best books with which to satisfy the greatest number of patrons within budget limitations. If we believe that a patron request will not circulate, we will encourage them to request the item via ILL rather than having the library purchase. The library will strongly utilize professional book reviews as a criteria to purchase current materials. The Children's Librarian will participate in Collection Development.

The library will not buy textbooks except in a rare case to fill a void in the collection rather than to help an individual student.

## **Donated Materials**

Donated material will be given to the library with no strings attached. The library may add them to the collection, put them in the book sale, or otherwise dispose of the materials. All donations should be new or gently used. Donated materials shouldn't have yellowed pages or be musty. We request that legal, medical or textbooks more than three years old be donated elsewhere. We cannot return items that are not added to our collection.

## **Deselection of Materials**

The library maintains professional standards which require the deselection of materials in order to provide responsible service by maintaining an up-to-date, useful, attractive collection. Library shelves should be stocked with materials most likely to be used by our patrons. Items least likely to be used due to age or condition should be periodically removed through the deselection process.

## **Books with Nameplates**

All books donated "In Memory of" a person shall follow our collection development policy and the Deselection of Materials Policy. Checking with the library before purchasing a book is ideal.

## **Challenged Materials**

As a public library, parents and legal guardians are encouraged to assist their children with materials selection. We believe that parents or groups shouldn't act in a censorship role to try to limit what other children or adults read.

Any individual may express their objections to library material by completing a Challenged Materials form. After the form is completed in full, it will be brought to the Library Director who will search for book reviews, awards, and form an opinion concerning the complaint. The Library Director will then respond. Any remaining objections will be addressed by the City Manager.

As the City of Perry does not act in a censorship role, the decision whether to retain the material in the collection shall not be based on the individual political, moral or aesthetic views of the City Manager, Library Director, or other member(s) of City Administration. Materials in the collection shall not constitute an endorsement of the views contained in them by the City of Perry. Perry Carnegie Library subscribes to the Library Bill of Rights, which states that the freedom to read is essential in a democracy and guaranteed by the First Amendment of the Constitution of the United States of America. It would conflict with public interest for the City of Perry to impose its own views for determining what materials should be made available to the public.

*Approved by the Library Board October 16<sup>th</sup>, 2017*

*Approved by the Library Board October 18<sup>th</sup>, 2021*