

## Collection Development & Selection

The Board of Trustees of the Delhi Library, recognizing the varied nature of the community and the different backgrounds and needs of all citizens, regardless of race, creed, or political persuasion has set the following selection policy.

Ultimate responsibility for the selection of material lies with the Library Board. The Board delegates the Director the selection of books and materials (newspapers, periodicals, video, tapes, etc.) and the development of the collection.

Suggestions for books and materials to be added are welcome from staff, Board members, and patrons. The suggestions will be given prompt consideration and will be subjected to normal selection criteria.

General criteria for book and material selection will include the following:

- A. Permanent or timely value
- B. Authoritativeness
- C. Accuracy of information
- D. Clearness in presentation
- E. Relationship to existing collection as to cost, need, and community demand
- F. Avoidance of distorted or sensational material
- G. Value of the material as a whole

Books and materials will then be purchased that will best serve the needs of the library in carrying out its goals as budget allows.

The library will attempt to maintain a well-balanced and broad collection of books and materials considering all ages. Considerations will also be given to the merit of each item selected as it relates to the needs and interests of the community.

The Board believes that censorship is an individual matter and declares that while anyone is free to reject for her/himself books of which she/he does not approve, no one can exercise the right of censorship to restrict the freedom to read of others.

The Delhi Library subscribes to the principles as found in the Freedom to Read and the Library Bill of Rights. (attached)

## Contributions

Any books or materials donated to the library will be evaluated and accepted using the same criteria as that indicated in the Selection Policy of the Library. The Library has the right to make use of or dispose of any material presented to the Library unless the donor requests the return of unusable material.

Bequests, cash donations, and memorials can be made to the library. Checks should be made payable to the Delhi Public Library. Donors may specify materials to be purchased

with the donor money, which will be shelved with the regular collection. If the specific materials are not available, the Library Director will attempt to notify the donor to seek another suggestion. If the donor does not specify use, the Library may use the money to benefit the library as needed.

### **Request for Reconsideration**

The Board defends the principles of the freedom to read and declares that whenever censorship is involved, no book and/or library materials shall be removed from the public access until a Request for Reconsideration. (attached) is filed by the complainant. This Request for Reconsideration will be considered at the next regular Library Board Meeting. The decision of the Board will be final and the patron will be notified of the result of the "Request". The book or material being considered will remain in circulation until final action has been taken.

### **Maintaining the Collection**

In order to maintain the collection, the Director will use judgment in removing from the collection books and materials which are no longer useful, or are not in condition suitable for circulation. If the books or materials have not circulated in the last five (5) years it will be considered for removal from the collection. The Director will repair books and material when appropriate if possible.

Books and materials no longer useful to the library will be sold for the benefit of the Library or given to charities as donations.

Reviewed and approved by the Board of Trustees

January 8, 2019

Karen Seibert

President of the Board of Trustees

Robert King

Secretary of the Board