

# **Collection Development Policy**

## **PURPOSE**

The Collection Development Policy is intended to provide guidance, within budgetary and space limitations, for the evaluation, selection, and purchase of materials that meet the diverse needs of the Blackfoot community.

To support the First Amendment Rights of citizens of Blackfoot, the Library provides access to a broad and diverse range of ideas.

## **THE COMMUNITY**

The Blackfoot Public Library is supported by, and recognizes as its primary clientele, the residents of the City of Blackfoot, and the Blackfoot Rural Library District. These residents represent a diversity of age, background, religion, ethnicity, culture, education, socioeconomic level, and lifestyle. Library materials will be selected to reflect and meet the needs of our diverse community.

## **FREEDOM OF ACCESS TO INFORMATION AND IDEAS**

Our selection practice is guided by a set of professional ethics and the core values of intellectual freedom and the freedom to read. Freedom of thought and communication is vital to preserving an open society. Accordingly, the Collection Development Policy mandates the choosing of library resources based on the values of interest, information, and enlightenment for all the people of the community. No resource shall be excluded because of the race, nationality, gender, sexual orientation, age, or the social, political, or religious views of the authors.

## **REQUESTS FOR RECONSIDERATION OF LIBRARY MATERIALS**

The Library will consider patron concerns or objections to resources in its collections. Patrons wishing to make a formal request for reconsideration of library materials shall state their concerns using the "Statement of Concern about Library Resources" form. Library administration shall respond to all formal requests. Final decisions regarding the collection are vested in the Library Director, who shall be guided by this policy. The Blackfoot Public Library Board of Trustees declares as a matter of policy that no challenged resource which conforms to this Resource Selection Policy shall be removed from the Library.

## **RESOURCE SELECTION: GENERAL CRITERIA**

The following criteria shall be applied in making materials selection decisions:

- Resources are selected to meet the informational, educational, and recreational needs of patrons.

- Budget and space limitations preclude the library from the specialized and comprehensive collections that exist elsewhere. Access to these collections is provided through interlibrary loan, and direct referral.
- Resources are selected to contribute to the balance and variety of the library collection as a whole. Materials at the library present a diversity of viewpoints, enabling citizens to make informed choices necessary in a democracy.
- Resources are selected based on popular interest, literary merit, currency and accuracy of information, and items with a local emphasis.
- The quality of binding and packaging and the cost and availability of a resource shall be considered.
- Reviews are used when possible in the selection of new items. The decision to acquire resources is also based upon other criteria such as author interest and reputation, media coverage, popularity exhibited through review of online purchase sites, local significance, and the professional judgment of a qualified staff member.

#### **WITHDRAWAL OF RESOURCES**

The Blackfoot Public Library maintains a policy of withdrawing outdated resources, those no longer of interest or in demand, duplicates, worn or mutilated copies, and resources which no longer contribute to the quality or balance of the total collection. Withdrawal of library materials is vested in the Library Director who authorizes qualified staff to perform this process. Withdrawal of materials is a necessary means to maintain collection vitality, size, and scope.

Withdrawn resources may be sold, exchanged, donated to nonprofit or educational organizations, or recycled at the discretion of the Library Director. Because library resources are purchased with public monies, withdrawn items may not be given to a private individual who does not represent a nonprofit or educational institution even though it is marked for withdrawal.

**Revised: No Written Policy**  
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