

DENNIS P. McHUGH PIERMONT PUBLIC LIBRARY
MATERIALS SELECTION & COLLECTION DEVELOPMENT POLICY
*Adopted September 1966, Revised & approved May 2012, revised & approved March 2014, Approved
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The materials selection policy of the Piermont Public Library strives to implement the general library objectives by providing materials:

1. To facilitate the self-educational, informational, and recreational needs of the community.
2. To support the educational, civic, and cultural activities of groups and organizations.

These materials will be of the following basic types:

1. Print – books, periodicals
2. Audiovisual material – DVDs, Audiobooks, books on CD, music CDS
3. Electronic media – ebooks, audiobooks, music, video, databases
4. Other materials as appropriate, with consideration to space, budget, and need

MATERIALS SELECTION

The Library Director shall be responsible for all library materials ordered, aided by supporting staff. It is the library's policy to acquire materials which suit the broad range of interests and tastes of the community. Materials will be selected according to the general library objectives stated above. Some of these materials may express views that are unpopular or controversial. The purchase of any item by the Library does not constitute endorsement of the views expressed, but represents the Library's commitment to education, cultural awareness, and the exchange of ideas.

Materials will be selected using a variety of resources including but not limited to professional journals, book reviews, best-seller lists, patron requests, literary awards, etc. The library will strive to provide free access to all points of view on politics and the major religions. The final decision to acquire a particular title in any format for the library's collection will be left to the Library Director's discretion.

The decision to include or exclude a particular item in the library's collection is based on a number of considerations, although they may not all be applicable to each item:

- Timeliness
- Evaluations in professionally recognized critical guides
- Significance of subject
- Educational and informational value
- Representation of various points of view
- Availability of material elsewhere
- Funds and space
- Interests and needs of individuals in the community
- Permanent value of source material

- Vitality and originality of thought
- Entertaining presentation
- Relation to other materials and existing areas of coverage in order to maintain a well-balanced collection
- Author's reputation or significance, however no attempt is made to purchase all the works of any single author
- Accuracy and authoritativeness of content

CLASSIC AND CONTEMPORARY MATERIALS

In purchasing new materials, the Library makes a distinction between those which depict prejudice as an aspect of real life and those which offer derogatory stereotypes as valid representation. The latter are not added to the collection, however, materials which authentically portray a period or way of life may be accepted even if stereotyping is included. Materials recognized as classics may be acceptable even though they may contain passages or depictions widely viewed as objectionable by current standards.

PROFESSIONAL AND SPECIAL MATERIAL

Professional and special materials, such as legal, medical, and religious works, are purchased only if they are of general interest and are expected to receive wide usage by the library patron base.

PERIODICALS

Subscriptions to periodicals appropriate for general reading and reference use will be selected, considering the following points: space, accuracy, local interest, need and demand, price and a representative viewpoint of the subject matter.

LOCAL HISTORY

The library will develop a local history collection of printed and other materials insofar as budget and space limitations permit. Local History materials are not confined to the printed word, but the Library does not attempt to include artifacts as part of the collection.

DONATED MATERIALS, GIFTS AND FREE SUBSCRIPTIONS

The library has partnered with Better World Books to handle donated materials. Anyone wishing to donate materials to the library will be directed to the Better World Books donation bin. Books and other donations/gifts may be accepted on the condition that the Library Director has the final authority in the disposition of any accepted materials. The same principles which are applied to selection of all other materials will be applied to donations/gifts. It is the library's practice in the matter of accepting books or other materials that no conditions are attached by the donor.

TEXTBOOKS

The Library does not support educational curriculums through the purchase of textbooks. The Library will not attempt to furnish materials needed for formal courses of study offered by elementary and secondary schools and by institutions of higher learning. The public library has materials for self-study

but is not primarily designed to furnish reading required for academic study, however, the Library will make every effort to secure such materials through inter-library loan.

Textbooks may be added to the collection at the Library Director's discretion to provide information on subjects when there is little or no material available in any other form or when a textbook makes a significant contribution to the collection.

CHILDREN'S MATERIALS

Children's materials are purchased using the same general principles that govern selection of adult materials. Responsibility for the choice of library materials for minors rests with their parents or guardians. Selection of materials for the library collection is not restricted by the possibility that minors may obtain materials their parents consider to be inappropriate, nor are children limited to the children's collection.

RECONSIDERATION OF LIBRARY MATERIALS

In selecting all library materials, the Piermont Public Library abides by the First Amendment to the United States Constitution, the Library Bill of Rights and the Freedom to Read and Freedom to View Statements adopted by the American Library Association, and the American Book Publishers Council regarding free and equitable access to materials and information. The Piermont Public Library believes that, while anyone is free to reject for themselves materials of which they do not approve, this cannot be exercised to restrict the freedom of others to read or inquire.

Materials deemed offensive may be reconsidered. If a patron objects to material in the library's collection the patron may fill out a Book Challenge Form and submit it to the Library Director. Along with the Policy Committee of the Board of Trustees, the Library Director will carefully consider the form. A decision to remove the materials from the Library's collection must be carried out by a two-thirds vote of the full Board of Trustees. This decision of the Board shall be final and shall be reported to the complainant. *Materials subject to complaint or under consideration will not be removed from the collection pending final action.*

MATERIAL WITHDRAWAL/WEEDING

An ongoing weeding program shall be carried out by the Library Director. Accepted weeding principles including but not limited to condition, usage, currency, availability of newer or more valid materials, duplicates, and long-term value to the library's patrons shall be used in the decision to discard or replace books and other library materials.