



Farmville Public Library

Collection Development Policy

Our Mission

We enhance the community by creating opportunities for everyone, infant to elderly, through service, programs, and materials that inspire, educate, and entertain.

Our Vision

We provide a community destination for: knowledge, inspiration, connection, and entertainment.

Our Values

Respect for people.

We treat everyone as valued individuals.

Access to information.

We ensure access to information for people of all ages, races, genders, and socio-economic status.

Quality.

We seek to provide the highest quality services and programs, and endeavor to be friendly, approachable, and knowledgeable.

Community.

We embrace our role as a community anchor.

Stewardship.

We hold ourselves accountable for the efficient and effective use of all our resources.

Purpose of the Collection Development Policy

The Collection Development Policy is based on and reflects the Farmville Public Library's mission, vision, and values. In order to fulfill this mission, the Library's collection strives to provide a wide range of materials for users of all ages, educational levels, and socioeconomic backgrounds. This policy is intended to foster public understanding of the purpose and nature of the library's collection and to provide guidance and direction to the library staff for the development and maintenance of the library's collection.

The Library acts to fulfill its mission by selecting, acquiring, organizing, maintaining, and providing access to a collection of print materials and electronic resources that reflect the diverse needs and interests of our service population.

Intellectual Freedom Statement

The Farmville Public Library supports the principles of intellectual freedom put forth by the American Library Association's Library Bill of Rights, the Freedom to Read Statement, and the Freedom to View Statement.

<https://www.ala.org/advocacy/intfreedom/librarybill>

<https://www.ala.org/advocacy/intfreedom/freedomreadstatement>

<https://www.ala.org/advocacy/intfreedom/freedomviewstatement#:~:text=The%20FREEDOM%20TO%20VIEW%2C%20along,of%20any%20medium%20of%20expression.>

The Farmville Public Library is committed to offering a wide diversity of views and modes of expression, including positions thought to be unusual, unorthodox, or unpopular. The Library recognizes that many materials are controversial and that any given item may offend some. Evaluation of materials includes the entire work, not just individual parts of the work. Selection of materials by the Library does not mean endorsement of the content or the views expressed in those materials.

The Library believes that reading, listening to, and viewing library materials are individual, private matters. Each patron is free to select or to reject materials for themselves. Parents, guardians, or other caregivers have the responsibility to guide and direct the reading and viewing of the children in their care. The Library does not restrict the freedom of others to read, view, or inquire. The Library's role is to make ideas and information accessible to everyone.

Farmville Public Library does not create labels for materials except for those that indicate where and how an item is to be shelved, nor does it rate materials. Labels and ratings on an item that are received from a publisher or producer are considered an integral part of the item and are not removed or altered.

Materials Selection Process

The Farmville Public Library uses the following selection criteria to all materials, regardless of format, whether they are purchased by the library or given as gifts.

- Supporting the Library's mission and service roles
- Popular demand
- Informational and recreational needs of users, including patron requests
- Current usefulness or interest
- Authority and accuracy
- Historical value
- Representative of important movement, genre, or trend of culture
- Price and availability
- Format, durability, and ease of use
- Local emphasis

Informational works have the added criteria:

- Objectivity
- Clarity, accuracy, and logic of presentation
- Treatment of subject in accordance with the age of intended audience

Tools used in the selection process include professional journals (including but not limited to Library Journal, School Library Journal, Publishers Weekly, Booklist, and Kirkus Reviews), publisher catalogs, and online resources.

All collection development is performed by trained and educated Librarians under the supervision of the Library Director.

Requests for Purchase

Farmville Public Library patrons are encouraged to make suggestions for purchase and to alert us when we are lacking materials on a given subject. Final decisions on patron suggestions are governed by the criteria previously stated in this policy.

Donations and Gifts

Farmville Public Library graciously accepts gifts of library materials with the understanding that the materials will be evaluated by the same selection criteria that is applied to materials purchased by the library. Not all donations will be added to the collection. Donations not added to the collection will be given to the Friends of Farmville Public Library for book sales. Books not sold will be disposed of at the discretion of the Friends.

Honorariums and Memorials

Library materials may be donated in honor or in memory of a friend or family member and are marked with a special bookplate. A thank you letter will be sent to the donor; and, when appropriate, a notification will be sent to the individual or family for whom the materials was donated. These donations will be evaluated by the same selection and collection maintenance criteria that apply to materials purchased by the library.

Collection Maintenance

Farmville Public Library recognizes the need for ongoing evaluation of its collection to keep it responsive to patron needs, to make room for new materials, and to keep it current and relevant. This ongoing maintenance includes weeding, replacement, and repair. The Library may weed any item which is damaged beyond our means to repair and uses the selection criteria when determining whether to purchase a replacement copy. To ensure a vital and vibrant collection for the community, materials that are not well used or are no longer relevant may also be withdrawn. Staff, under the supervision of the Library Director, use the C.R.E.W. (Continuous Review, Evaluation & Weeding) method to determine when such materials need to be withdrawn.

Withdrawal guidelines are as follows:

<https://www.tsl.texas.gov/sites/default/files/public/tslac/ld/ld/pubs/crew/crewmetho12.pdf>

- Materials with obsolete content
- Materials that are infrequently used
- Materials that have no anticipated use
- Materials in poor or irreparable physical condition
- Old editions of encyclopedias, almanacs, directories, etc.
- Materials which are incomplete sets in which items missing seriously impair their usefulness
- Works containing information that has been superseded or presented in newer, more comprehensive or more accessible formats
- Materials containing offensive, racist, sexist, stereotypical, discriminatory content or content that targets protected groups

Request for Review of Library Materials

The Library welcomes public input and library staff are always willing to discuss with any member of the public the items in the library's collection and the reasons why items are included. Anyone with a concern or question about items in the collection is invited to raise the matter with the Library Director and/or the Youth Services Librarian.

Any Farmville Public Library cardholder in good standing may request a review of any library materials owned by Farmville Public Library. The patron will be offered a copy of the Collection Development Policy to read, and offered the opportunity to discuss the matter informally with the Library Director.

Any library cardholder in good standing may request to have an item or items in the collection reviewed. This review may include request for removal of the item, relocation of the item, or some other disposition. Because removal of an item from the collection prevents all library users from accessing it through the library, and because relocation of an item may place a barrier between the item and its intended audience, a review request requires special effort on the part of the person making the request and should not be made lightly or frivolously.

Review requests are measured against the Materials Selection Process and the Intellectual Freedom Statement in the Collection Development Policy. If the item in question is determined to have met selection criteria, it will remain in the collection. Further, libraries must take special care to ensure that individual's' freedom to read and view under the first Amendment of the United States Constitution are upheld.

More information about the library materials review process can be found in the Materials Review Policy and Procedure.