

Collection Development Policy

The following are the rules and regulation of the Sherburne Public Library, as adopted by this library's Board of Trustees on April 8, 2024.

Mission

The Sherburne Public Library serves as a cultural and intellectual center, creating opportunities for lifelong learning and knowledge.

Purpose

The purpose of the *Sherburne Public Library* collection development policy is to provide the best possible collection with the resources that are available. The collection will represent the broadest scope of print, non-print and digital items available. The library makes its collection available to every patron regardless of national origin, age, background or personal beliefs. The library endorses the following statements from The American Library Associations: Library Bill of Rights, Freedom to Read and Freedom to View (see attached).

Responsibility for Selection

The ultimate responsibility for selection of library materials rests with the library director or manager. This responsibility may be shared with other members of the library staff.

Criteria for Selection

In considering items for purchase for Sherburne Public Library collection various factors are kept in mind, according to the type and format of the material:

- Accuracy and authoritativeness
- Critical and staff reviews
- Social significance
- Timeliness
- Enduring value
- Demand
- Relevance to community needs
- Suitability of subject, style, and reading level for intended audience
- Suitability of format to subject matter and intended audience
- Suitability and physical quality of format for a public library
- Contribution to a balanced point of view of subject matter
- Relationship to existing materials in the collection on same subject
- Literary value
- Cost

The selection of any given item does not constitute an endorsement of its contents by the library or library staff members. The library recognizes that some materials may be controversial and may offend some patrons. Library materials are evaluated as a whole and not on the basis of a particular passage or passages. Selection will not be made on the basis of anticipated approval or disapproval, but solely on the basis of this policy's guidelines. Responsibility for monitoring a child's access to resources rests solely with the parent or legal guardian.

Sources for selection decisions encompass, but are not limited to, published reviews from standard review sources, publisher/vendor catalogs, professional and trade bibliographies, and patron requests and recommendations.

Gifts and Donations

The library welcomes monetary gifts to support the collection. Monetary gifts may be directed toward materials, programs, or equipment to support the needs of the library. The library will provide a thank you letter for tax purposes. The library does not accept donations of books due to the lack of storage space and the additional cost of processing and cataloging.

Collection Maintenance

In order to maintain a vital and accurate library collection, deselection (weeding) of materials is necessary. Materials are continuously withdrawn from the collection based on space, physical condition, circulation frequency, currency, format and accuracy.

Materials withdrawn from the Library collections will be sold at our book sales and/or donated as the need arises.

Reconsideration of Materials

The *Sherburne Public Library* recognizes that some materials are controversial and that any given item may offend some patrons.

Patrons requesting that material be withdrawn from or restricted within the collection may complete a "*Request for Reconsideration of Library Material*" form which is available in the library.

The form will be reviewed by the Library Director and a response will be provided to the patron. If the patron is not satisfied they may appeal to the Sherburne Public Library board.

The decision of the board is final.