

West Bonner Library District Collection Development Policy

Selection Criteria:

The Collection Development Policy is used by the library staff to aid in the selection of materials to provide a well-balanced, up-to-date collection, and to meet community interests and needs. The American Library Association Library Bill of Rights and the Freedom to Read Statement are used as guidelines for selection.

The general criteria used in the selection of library materials are as follows:

1. Current and projected needs and interests of library patrons
2. Suitability of subject, style, level and format for the intended audience
3. Reviews and recommendations
4. Relationship to existing collection
5. Reputation of author and/or publisher
6. Timeliness or permanence of material
7. Availability of funds
8. Accuracy of content in non-fiction adult and juvenile materials
9. Educational needs

The same criteria apply to non-print materials: video, audio, CD ROM, DVDs, Ebooks. The library will not accept nor purchase X-rated materials.

Materials Selection:

The responsibility for selection of library materials rests with the library director who operates within the policies determined by the West Bonner Library District Board of Trustees.

Collection Maintenance:

The collection is maintained through a continual withdrawal and replacement process. Materials are discarded because of outdated content, poor condition or lack of use. Replacements are purchased at the discretion of the library director. Withdrawn materials become surplus property and may be given to the Friends of the Library for fundraising purposes.

Challenged Materials:

Patrons with an objection to library materials may complete a Materials Comment Form, which is available in the library. The issue will be placed on the agenda of the next regular meeting of the West Bonner Library District Board of Trustees. Trustees will use guidelines set forth in the American Library Association's "Challenged Materials: An Interpretation of the Library Bill of Rights" to make a determination. Written notification to the challenger of the board's decision will be given within 14 days. The challenged material will remain in the library's collection until a determination is made.