

Collection Development Policy

MNG-2

Approved 6/12/2006

Liberty Lake Municipal Library's Board of Trustees recognizes that the library was created to serve all of the people with the District's service area, regardless of race, age, creed, or political persuasions. The Board further recognizes that our patrons include individuals and groups with widely disparate and diverse interests, cultural backgrounds, and needs. The Board, therefore, declares as a matter of policy that:

1. The Collection Development Policy is based on and reflects the Library's goals and values, as put forth in the Mission Statement.
2. Library materials shall be selected and retained in the library on the basis of their value for the interest, information, and enlightenment of all people of the community in conformance with the Library's mission

Some of the factors which will be considered in adding to or removing materials from the library collection shall include: present collection composition, collection development objectives, interest, demand, timeliness, audience, significance of subject, diversity of viewpoint, effective expression, and limitation of budget and facilities

No library materials shall be excluded because of the race, nationality, and political, religious, or social views of the author. Not all materials will be suitable for all members of the community.

The Library shall be responsive to public suggestion of titles and subjects to be included in the library collection. Gifts of materials may be accepted with the understanding that the same standards of selection are applied to gifts as to materials acquired by purchase, and that any gifts may be discarded at the Director's discretion.

The Liberty Lake Municipal Library is not a library of historical record. To ensure a vital collection of continuing value to the community, except in the area of local history, materials that are not well-used may be withdrawn.

The library collection shall be organized and maintained to facilitate access. There shall be no prejudicial labeling, sequestering, or alteration of materials.

3. Selection is vested in the Library's Director and, under his or her direction, in staff qualified by reason of education and training. Library materials selected in accordance with this policy shall be held to be selected by the Board.
4. The Board believes that reading, listening to, and viewing library materials are individual, private matters. While one is free to select or to reject materials for oneself, one cannot restrict the freedom of others to read, view, or inquire.

Parents have the primary responsibility to guide and direct the reading and viewing of their own minor children. The Library does not stand "in loco parentis*."

5. The Board of Trustees recognizes the right of individuals to question materials in the collection. A library patron questioning material in the collection is to follow the procedures outlined in policy # MNG-5, "Reconsideration of Library Material." This policy allows the patron to formally state his/her opinion and receive a written response, a patron may submit the form provided for that purpose.
6. This policy shall relate only to materials physically retained by the Library. Patron access to information obtained electronically from external databases and available publicly on the Internet shall be governed by a separate policy.

*In place of a parent