

# **Collection Development Policy**

## **Wabasso Public Library**

### **Purpose**

This policy establishes the guidelines by which the Wabasso Library selects, purchases, maintains and provides access to materials, articulating the philosophy that shapes the management of the Library's collections.

### **Philosophy**

Given that the Library's collection is its major asset and its most-used service, the Library thoughtfully selects, acquires, organizes, maintains, and provides access to varied materials in accordance with the Library's mission statement to meet the "...educational, informational, cultural, and recreational needs" of the community.

The Library embraces the principles of intellectual freedom, and seeks to foster an atmosphere of free inquiry and to provide information without bias or discrimination. As such, the Library strives to include a myriad of viewpoints across a broad spectrum of opinion and subject matter in formats suitable to a variety of learning and recreational interests and skills.

Using selection practices that are flexible and responsive to the changing needs of the community, the Library builds and maintains collections for the general public while also recognizing the needs of special populations and strategically targeted groups. As needs and interests evolve and change, the collection must also evolve, which can make it more ephemeral than a long-term, permanent collection.

### **Materials Selection**

Widespread interest and usage are the most powerful influences on a public library's collection. The Library upholds the right of the individual to access information, even though the content may be controversial, unorthodox or unacceptable to others. In considering which materials to place in the library, each item is judged on the basis of its overall content or style, not by isolated or random portions. Therefore, an item is not automatically included or excluded because of the criteria such as:

- Race, religion, nationality or political views of an author
- Endorsement or disapproval by any individual or organization in the community, state, or nation
- Frankness or coarseness of language
- Controversial nature of an item

Library staff can make recommendations for the purchase of items, with the Library Director having the authority and responsibility for the final selection. Many sources are consulted to determine the value of the material to the collection. No single criterion is used to justify a purchase; all of the following criteria are considered when selecting materials:

- Reviews from professional journals, popular magazines, newspapers and websites

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- Expressed or anticipated patron demand
- Timeliness or permanence of the material
- Quality, accuracy or authenticity of materials
- Inclusion of materials in a special bibliography or index
- Scope and depth of our present collection or the availability of materials at other libraries
- Reputation or authority of the author or publisher
- Format and price of material as well as space available to house it
- Appropriateness to the interests and skills of the intended user

## **Electronic Resources**

The Library recognizes that the formats in which information is stored and transmitted are expanding and that as the library collects materials in new formats, there will be duplication. Many of the new resources that will make up collections in the library will not physically be in the library building, but will be hosted on servers somewhere else and be delivered through the Internet. When the Library is a part of a cooperative group for purchasing electronic resources, the selection criteria of the cooperative group is used. Otherwise, the library will select these resources using the same types of criteria as is used for physical materials.

## **Minnesota Collection**

The purpose of the Minnesota Collection is to collect a varied representation of works by Minnesotan and regional authors that have made significant contributions to the regional literature and/or historical information of Minnesota. While works from all over the state will be considered, special focus is primarily given upon the contiguous counties to Redwood County.

Works meeting the following criteria will be considered for inclusion in the collection:

- Material created by a state/regional individual but is not necessarily about Wabasso or Redwood County.
- Material dealing with a Minnesota setting, topic, area, theme or history, especially if that work contributes significantly to the literature, or; becomes regarded as a "classic;" is irreplaceable, meaning it's published by a small, local or vanity press or is out-of-print.

## **Weeding**

Weeding of library materials will be based on the above criteria as well as all applicable criteria in the Weeding Policy.

*Approved 11-02-2021*