

Whittier Public Library

Collection Development Policy

In support of our mission, library materials and resources are selected in response to community demand, interests and assessed needs. Consideration is given to expanding knowledge, technological advances and societal change.

Selection reflects the principles of intellectual freedom as expressed in the *American Library Association's Library Bill of Rights* (<http://www.ala.org/advocacy/intfreedom/librarybill>), and the *Freedom to Read Intellectual Freedom Statement* (<http://www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement>) adopted by the Board of Library Trustees, Whittier Public Library and City Council of the City of Whittier. The collection does not serve the purpose of promoting a particular point of view.

SELECTION CRITERIA

Selection of materials is based on many factors, including but not limited to:

- **Degree of expressed, perceived or anticipated community demand**
- Critical acclaim
- Reputation and status of author and publisher
- Appropriateness for age and comprehension level
- Practical and factual data
- Scholarship
- Informational and educational value
- Honorary recognition through awards or prizes
- Importance in relation to existing material on the same subject
- Quality of presentation
- Preservation of local history
- Availability in the Metropolitan area

The Library does not accept self-published books.

AUDIOVISUAL COLLECTION

The Library provides a selection of fiction and non-fiction DVDs of interest to children and adults. The emphasis is making material available that cannot be readily and inexpensively obtained through rental or streaming outlets.

Because the collection represents interests and value as varied as the citizens, not all films will be acceptable to all people. Audiovisual materials are available to all patrons over the age of 18 years. Those under the age of 18 must have the authorization of their parent or guardian to borrow from the collection.

The library encourages requests for specific titles or subjects with the understanding that not all requests can be filled. Patron requests for specific DVDs will be considered and purchased if the title is appropriate to the collection for the long term.

CHALLENGED MATERIALS

Library patrons are able to express concerns about particular materials in, or excluded from the collection, and may request a formal re-evaluation of the items in question. However, no material will arbitrarily be removed or placed in the collection solely in response to differences in ideology or judgment.

As a public library, we are committed to maintaining a diverse and relevant collection. The Children's collection may include materials considered objectionable to some parents and caregivers. However, what is objectionable to some may be considered valuable to others. It is strongly recommended that parents and caregivers with concerns about their children's selections assist them in the process.

GIFTS AND DONATIONS

The Library considers gifts and recommendations but will evaluate them in accordance with selection criteria. The library's staff is happy to discuss how gifts of money or materials might be handled and what materials are needed for the collection. Donated materials that are not included in the collection are given to the Friends of the Library for sale at the FOTL Book Store.

Donations are tax deductible. The library provides forms acknowledging gifts for this purpose but cannot assign value to the donated items.

TEXT BOOKS

Whittier Public Library's collection is not developed to act as an elementary, high school, or college library. It is not within the mission of the Library to support the curriculum of a school system or academic institution. Textbooks or multiple copies of materials that can serve for school assignments are provided only when they are of general interest and when they meet collection development guidelines.

MULTIPLE COPIES

The collection is developed to provide access to as wide a variety of titles and sources of information as possible. However, individual resources may be duplicated when there is a high degree of expressed or anticipated interest in a specific title or when duplication is seen as the best method of meeting demand. The goal is to provide a selection of currently popular resources while continually developing and improving the core collection with additions that have more enduring usefulness and interest.