

# **Montezuma Public Library Collection Development Policy**

## **Basic Principles**

It is the policy of the Board of Trustees to select materials for the city library in accordance with the following guidelines:

- Books and other materials shall be chosen for the values of interest, enlightenment, guidance, recreational and enjoyment of all members of the community.
- Books and materials shall not be excluded solely because of race, nationality, political, or religious views of the writer.
- Efforts shall be made to present a wide range of views and ideas.
- Suggestions for additions to the library will be encouraged by the Board of Trustees.
- The Board of Trustees endorses the American Library Association's (ALA) Library Bill of Rights for the Freedom to Read.

## **Statement of Policies for Interpreting the Basic Principles**

Selecting library materials will apply the following principles:

- The Board of Trustees believes it is the responsibility of the library director to select materials that include various points of view, whether the subjects might be considered controversial.
- Suggestions for additions to the collection are welcome and will be given due consideration by purchasers.
- Selection of materials will be aided by, but not limited to, the reading, examination and checking of standard evaluation aids, and recommendations concerning materials: i.e., standard catalogues, electronic resources, and book reviews.
- Consideration in the selection and circulation of materials will be given to, but not necessarily limited by three basic factors – truth,

art, and the interest of the library patrons. The first, truth, is the factual accuracy, authoritativeness, and integrity of the publication or other material. The second, art, is the quality of stimulating presentation, imagination, vision, creativeness, style appropriate to the idea, vitality, and distinction. The third, interest of the library users, is concerned with the practical usefulness of the book or material, i.e., will patrons of the library have a need, and/or interest in the materials. Although these three basic factors will be guidelines in selection of materials, selection will not be limited to these factors.

- Both documents, the Library Bill of Rights and the Freedom to Read statement, are against any form of censorship. The freedom to read is guaranteed by the Constitution.

### **Material Requests**

The Montezuma Public Library strives to provide current materials for patrons within the constraints of the budget.

The Library will make every effort to order materials that are of interest to library patrons but were not included on previous orders, materials that are requested by library patrons, and materials that meet criteria for inclusion on the library's collection.

### **Weeding**

Materials are withdrawn based on the criteria provided in "CREW: A Weeding Manual for Modern Libraries" by the Texas State Library and Archives Commission. Examples include:

- Unnecessary items, outdated material, items no longer of interest or in demand, worn or mutilated copies may be weeded from the collection. Frequency of circulation, community interest, and availability of newer and more valid materials are of prime consideration.
- Local history and material on local industry are an exception to weeding and will not be discarded.
- Fiction, once popular but no longer in demand is discarded, as are non-fiction books which were purchased to meet prior demands.
- Magazines are discarded after one year. Newspapers are kept on a weekly basis.

**Adopted June 13, 2007, by the Montezuma Public Library Board of Trustees**

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