

Materials Selection Policy

The Library will provide an extensive collection of materials in all appropriate formats for the information, education, enrichment and recreation of the community.

The Library recognizes its obligation as a public institution serving the needs of a large group of people with varied backgrounds, abilities, tastes, interests and purposes; thus, the Library will endeavor to assemble a collection sufficient to make it a dependable source of materials for most of the people, most of the time. Materials selected should conform to the interest of the community without being restricted by them.

Library materials will be selected for values of interest and information. There should be the fullest practical provision of materials presenting diverse points of views concerning the problems and issues of our times and the past.

Materials shall not be proscribed or removed because of partisan, doctrinal or moral views. The only materials that ipso facto should not be in the Library's collection are those judged by the appropriate court or courts to be illegal. The Library shall not be the political, religious, moral or cultural arbiter of the community.

The Library will provide materials for users of all ages.

The Director is responsible for the selection of materials and the development of the collection. Selection, however, is a two way process. The users of the Library indicate their interests and needs and then the staff executes critical judgment in anticipating demands and in selecting the best materials with which to satisfy the users.

The selection of materials may be limited by the following factors,

- 1) physical limitation of the facilities
- 2) suitability of the format for Library purposes
- 3) budgetary considerations
- 4) availability of special materials in more comprehensive library collections in the area
- 5) inexpensive accessibility in other locations

No attempt will be made to purchase textbooks used in the schools and colleges in the area. However, a book is not to be excluded only because it is a textbook.

Suggestions for items should be made in writing to the appropriate Library staff member and they are welcome from any Elwood Public Library cardholder.

Adopted 7/17/03