

Carnegie-Evans Public Library

203 Benton Ave.

Albia, Iowa 52531

<https://www.albia.lib.ia.us>

1(641)932-2469

COLLECTION DEVELOPMENT POLICY

General Principles

The Carnegie-Evans Public Library seeks to provide a balanced collection of materials to serve the community with a wide variety of view-points, perspectives and subject matters. The Carnegie-Evans Public Library does not endorse any particular view and instead endeavors to support the community in its efforts to pursue, education, enlightenment, entertainment, creativity, and information.

Selection of Library Materials

The criteria for selecting library books and materials includes, but is not limited to:

- The Library's Mission Statement and chosen roles of service.
- Contemporary significance or long-term value.
- Accuracy of information presented.
- Significance of author, illustrator, publisher or issuing body.
- Relationship of work to existing collection. Specifically, diverse points of view should be represented within the collection
- Cost to acquire and/or maintain the material.
- Technical characteristics of the format such as binding and paper quality, accessibility and usability, and suitability of the format for library use.
- Scarcity of information in the subject area.
- Availability of material elsewhere in the community.
- Popular demand.
- Reviews found in professional, literary, specialized and general periodicals.

Material Requests

The Carnegie-Evans Public Library strives to provide current materials within the constraints of its budget. Items requested will be given a high priority of consideration, but are not guaranteed.

Donated Material

All donated material will be considered for addition to the collection. Staff will consider, among other factors: condition, available collection, and interest. Donated books and material that are not added to the collection will be offered at a book sale, sold by a vendor to generate funds, or disposed of in a manner as determined by the sole discretion of library staff operating with a

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commitment to exercising every effort to maximize the use and life of the book and benefit to the library.

Weeding Policy

In accordance with recognized library standards and guidance by the State Library of Iowa, Carnegie-Evans will strive to weed at least 3% of our collection every year.

Weeding of a collection is a process that allows a library to maintain a current, vibrant collection with a focus on service of current needs.

The criteria for determining if material should be weeded will be at the discretion of the Director, but will include reference to standards of weeding as established by recognized sources, such as "CREW: A Weeding Manual for Modern Libraries" by the Texas State Library and Archives Commission. Damaged, outdated, or material that has not circulated recently may be considered for weeding. Weeded items may be offered at a book sale, sold by a vendor or disposed of in a manner as determined by the sole discretion of library staff operating with a commitment to exercising every effort to maximize the use and life of the book and benefit to the library.

Intellectual Freedom

The Board of Trustees recognize and conform to The Library Bill of Rights (adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019) and the Freedom to Read Statement (adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004).

The material in the collection of the Carnegie-Evans Public Library does not necessarily represent the view-point of the library, City of Albia, or any library staff. Each individual is free to accept or reject material on an individual basis, regardless of age. No one may restrict or abridge the rights of others to access, read, hear or view library material obtained in accordance with this policy. All areas of the collection are accessible to all patrons regardless of age. Parents/legal guardians are responsible for their children's use of the library materials and resources.

Reconsideration of Materials

A "Citizen's Request for Reconsideration of Library Materials" form is available for Monroe County residents that wish to request that the Board of Trustees reconsider library material that is in the collection. Upon request to submit said form, the citizen will receive a copy of:

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Collections Policy Date of approval and adoption by Library Board of Trustees: October 11, 2022

Policy No. 2022004

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- Freedom to Read Statement (adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004)
- Freedom to View Statement (This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989. Endorsed January 10, 1990, by the ALA Council)
- This policy

The Library Director or library staff will review the above documents with the citizen and the Director will provide a written response and initial determination with explanation to the citizen.

Citizens that are not satisfied with the determination of the Director may then submit the "Citizen's Request for Reconsideration of Library Materials" and the Director's determination to the Board of Trustees for appeal of the Director's initial determination at the next regularly scheduled meeting of the Board of Trustees. Trustee evaluation and determination is final. Challenges related to displays of materials within the library's facility will be assessed according to this policy.