

Library Selection Policy

Library materials are selected to implement, enrich, and support the educational and recreational programs of the community. Materials must serve both the needs and interests of individual patrons. The objection of the selection procedure is to provide a wide range of the presentation of many points of view. The library upholds the tenets of intellectual freedom and the Library Bill of Rights ensuring free, equal access to information for all patrons.

The selection of instructional materials is the legal responsibility of the Library Director. Responsibility for specific selection is delegated to the Library Director.

Criteria

The following criteria are used to evaluate materials:

1. Materials shall be chosen to foster respect for women, minority and ethnic groups and shall realistically represent our pluralistic society. Along with the roles and lifestyles open to women and men in today's world. Materials shall be designed to help patrons gain an awareness and understanding of the many important contributions made to our civilization by women, and minority and ethnic groups.
2. Materials shall clarify the multiple historical and contemporary forces with their economic, political, and religious dimensions, which have operated to the disadvantage or advantage of women, minority groups and ethnic groups. These materials shall present and analyze inter – group resolving social and economic problems.
3. Educational significance.
4. Contribution the subject matter makes to the interests of the library patrons.
5. Favorable reviews found in standard selection sources.
6. Favorable recommendations based on preview and examinations of material.
7. Reputation and significance of the author, producer, or the publisher.
8. Material is valid, current, and appropriate
9. Contribution the material makes to the breadth of respective viewpoints on controversial issues.
10. High degree of potential user appeal
11. High artistic quality and or literary style.
12. Value commensurate with cost and or need.
13. Timeliness or permanence.
14. Quality and variety of format.
15. Integrity.
16. Appropriate for subject area, age emotional development, ability level, learning styles and social development of the intended audience.
17. Physical format suitable for intended use.

Weeding Policy /Procedure

The evaluation of the collection is a continual process and is the responsibility of the Public Services Librarian. Weeding is a professional term used in connection with discarding of materials that are rarely used or no longer of use. Weeding is part of the total process of selection and evaluation. Weeding serves the following purposes.

1. Helps to utilize in the best and most economical way the available space.
2. Provides a more appealing up – to – date collection.
3. Makes the library easier to use.
4. Maintains a reputation for providing reliable information
5. Provides feedback on strengths and weaknesses of the collection.

Materials to be weeded are selected according to subjective and objective criteria.

Subjective weeding is selected on the individual judgment of the criteria include:

1. Poor physical shape.
2. Poor format.
3. Poor content
 - A. Out of date
 - B. Superseded editions
 - C. Inaccurate or false information
4. Inappropriate for the specific collection
 - A. Unneeded duplication
 - B. Interest or reading level inappropriate for patrons

Objective weeding involves setting specific guidelines such as the age of the item and how many times or how recently it was checked out. Research indicates that item not checked out in the past ten years are not likely to be used in the future.

Once all Blakesburg Public Library inventory control markings have been removed and records adjusted, the weeded materials are sold at the annual book sale to benefit the library or placed in the trash.