

SOUTH WINDSOR PUBLIC LIBRARY

COLLECTION DEVELOPMENT POLICY

This policy provides direction for the growth and development of collections that support the Library's intention to select, acquire, curate and provide free and easy access to materials, in all formats, that meet the varied needs and interests of the community." It provides guidance, within budgetary and space limitations, for the selection and evaluation of materials that anticipate and meet the needs of the community. It also addresses collection maintenance, and replacement and weeding of materials.

The Library makes every effort to provide the community with a collection that reflects a wide range of views, expressions, opinions and interests. Specific acquisitions may include items that may be unorthodox, unpopular or controversial in nature. The Library's acquisition of such items does not constitute endorsement of their content but rather allows for their free expression.

Based on a firm commitment to the principles of intellectual freedom, the South Windsor Library Board of Directors adopts and declares that it will adhere to and support the following policies adopted by the American Library Association:

1. The Library Bill of Rights (1939) and its subsequent Interpretations
2. The Freedom to Read Statement
3. The Freedom to View Statement

The service objectives of the South Windsor Public Library are:

1. To support an informed citizenry regarding local, national, and world affairs: Residents will have the information they need to support and promote democracy, to fulfill their civic responsibilities at the local, state, and national levels, and to fully participate in community decision-making.

2. To foster community connections and community engagement: The Library will offer collections, programs, and services that reflect community needs and interests, feature community voices, and create meaningful experiences, including those that promote appreciation and understanding of their personal heritage and the heritage of others in the community.

3. To support exploration of 21st century work opportunities: South Windsor residents, from teen to adult, will have access to up-to-date resources that will develop their career competencies at all stages of their work life. The Library will provide opportunities for collaboration between organizations engaged in preparing an evolving workforce.

4. To support young learners and their families, providing resources needed for success and lifelong learning: Children from birth to grade 12 and their families will have access to programs and services that promote literacy skills and encourage community engagement. Young

learners and their families will have a space that provides opportunities for hands-on, multi-age, and intergenerational learning and play.

The Library will provide opportunities for recreation through the use of literature and other art forms for patrons of all ages.

The following criteria for selection are established by the Library's Board of Directors:

1. The Library will provide materials, regardless of form, which help meet its objectives. These materials will meet certain standards of quality in content, expression and format.
2. Standard review sources, user requests, opinions of people in the community who are subject specialists, and subject bibliographies are among the guides used for selection.
 - a. Multiple copies of materials will be provided only when user demand warrants, as determined by the Library Director.
 - b. The Library will not attempt to furnish all materials needed for courses of study offered by educational institutions.
3. The Library accepts outright gifts in accordance with the South Windsor Public Library Gift Policy. Materials donated to the Library must first meet the same criteria for selection as all other materials before inclusion into the collection.

The Library will accept materials that pertain to local history and are of interest to past, present and future residents of South Windsor. It will restrict the acceptance of such materials to those whose format allows easy inclusion into the collection as determined by the Library Director.

4. The Library strives to provide materials presenting all points of view concerning the problems and issues of the past as well as those of the present. Materials determined by the Library Director to be of sound factual authority will not be removed from the Library collection because of partisan or doctrinal disapproval.

The Library has a responsibility to challenge censorship of materials in meeting its objectives to provide information and enlightenment and to encourage intellectual freedom.

5. Materials no longer useful in accordance with stated objectives will be systematically withdrawn from the collection.
6. User comments concerning specific library materials will be addressed by the Library Director in accordance with the Materials Reconsideration Policy.

7. The Library extends its resources through cooperation with other libraries and information agencies. Through the use of Connecticard, the Library extends borrowing privileges to members of other communities in Connecticut who have borrowing privileges in their local libraries.

The Library Board delegates the oversight and management of the Collection Development Policy to the Library Director and staff. Responsibility for the selection, maintenance, replacement, and weeding of materials rests with the designated professional staff under the overall direction of the Director. Consortium-level collections may be governed by an additional set of collection criteria.

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