

Collection Development Policy

The resources acquired for the Pulaski County Public Library are curated to meet the public's educational, recreational, and informational needs, thus enhancing individual and community life. We seek to provide a collection of materials in various formats. To meet this goal, library materials are acquired, organized, and maintained to anticipate and meet the diverse needs of Pulaski County Public Library residents.

The library adheres to the principles of intellectual freedom outlined in the Library Bill of Rights of the American Library Association and its interpretations, such as *The Freedom to Read* and *The Freedom to View* statements.

The library serves as a limited public forum for access to the full range of published information within the marketplace of ideas. The library does not advocate the ideas of any particular item found in its collection. The presence of a magazine, book, or other media types does not indicate an endorsement of its contents. Collection development shall be content-neutral so that the library represents various viewpoints on subjects of interest.

Selection Criteria

Selection criteria for print-based and digital media collections are used to guide the library's acquisition of content. Under the supervision of the library director, the collection development team utilizes their training and knowledge to purchase collection materials. Additional selection resources include Library Journal, American Libraries, Booklist, Kirkus Reviews, library databases, New York Times Bestseller lists, library staff recommendations, patron requests, and local media.

Materials are evaluated as a whole and not based on a particular passage or passages. The Library recognizes that many materials may be controversial and that any given item may offend some. Individual items that may be controversial or offensive to some users or staff may be selected if their inclusion will contribute to the range of viewpoints in the collection as a whole. Only individuals can determine what material or information is consistent with their personal or family values. The selection of materials is not constrained by possible exposure to children or teens. Parents and legal guardians are responsible for their children's use of library materials.

A single standard cannot be applied to each potential item for selection but should be considered in terms of the following general criteria. An item need not meet all the requirements to be acceptable.

1. Suitability of physical form for library circulation
2. Attention given by critics, reviewers, professional book selection aids, and the public.
3. Present and potential relevance to community needs
4. Importance as a document of the times and any prizes or awards received
5. Relation to the existing collection and other materials on the subject
6. Reputation and/or significance of author, publisher, or producer

7. Price, availability, and Library materials budget
8. Representation of various perspectives, cultures, and values, as well as of underrepresented and special population groups.

Digital Resources

The library offers access to subscription databases and digital collections.

Much of the Library's digital collection is provided using third-party vendors. The Library subscribes to services in which third-party vendors, not Library staff, determine the specific titles or materials made available through the service.

When possible, the selection of digital collections will follow the same general criteria as the library's physical collections. In instances where individual title selection is not available, the selection of the service will be based on the vendor's reputation and overall content availability as a whole.

Access to some digital resources may be limited to library district taxpayers or residents.

Patron Recommendations

Patrons may request items the Library does not own. Each request is reviewed for inclusion in the collection or loan through the library's Interlibrary Loan service. Staff determines the best method for delivery of materials using the selection criteria. Requests may be made at the library's circulation desk or the library's general email address posted on the website.

Gifts of Material

The library accepts gifts of books and other items and reserves the right not to add those items to the collection. The selection criteria above will judge all gift materials. Items not added to the collection may be made available at the library book sale or recycled.

Collection Management

The library collection shall be organized through a standards-based cataloging system and maintained to facilitate access. The library does not characterize library materials by labels or other devices to set apart content in such a way as to show approval or disapproval of content.

The library's collection is a living, changing entity and requires continuous review, evaluation, and weeding. As items are added, others are reviewed and sometimes withdrawn from the collection. Great care is taken to retain or replace items with enduring value to the community. Decisions are influenced by patterns of use, the library's physical capacity, and the item's availability at other libraries. The library director regularly reviews the collection to maintain its vitality and usefulness to the community based on the following criteria:

- Damage or poor condition
- No longer relevant to the needs and interests of the community
- Infrequent use and lack of demand
- No longer accurate
- Availability elsewhere, including other libraries and online

Discarded materials may be disposed of at the library director's discretion, either through book sales, donations, or appropriate trash disposal.

Self-Published Books

Self-published works are judged by the same selection criteria and undergo the same review and evaluation for weeding from the collection. Additional consideration is given to authors who were born or are currently living in Pulaski County. Authors who participate in book signings at the library are welcome to donate a copy of their work for consideration for entry into the collection. Self-published works are limited to up to two (2) entries per author into the collection in a calendar year.