



## **COLLECTION DEVELOPMENT POLICY**

*Adopted February 13, 2020*

### **Collection Development Philosophy**

The Wilberg Memorial Public Library of Osceola believes that an informed and literate citizenry is essential to the future of Osceola. The Wilberg Memorial Public Library functions as a major information source for the community and strives to provide a broad and relevant collection of materials for informational, educational, and recreational purposes to people of differing ages, ethnic groups, lifestyles, and points of view. The Wilberg Memorial Public Library's collection development practices are based on the belief that free and convenient access to ideas, information, and the creative experience, is of vital importance to every citizen today.

### **Selection of Library Materials**

The Library Director and Circulation Manager are responsible for the selection of library materials. Under her/his direction, this responsibility may be delegated to staff that are qualified for this activity by reason of education, training, and experience. Suggestions from the public are encouraged and will always be seriously considered in the selection process.

### **Selection Criteria**

For a well-rounded collection, librarians select materials based on local and national demand, professional and popular media reviews, recommendations from the public and other library staff, and evaluation of review copies from publishers, while also ensuring adequate availability of literary staples. Budget and space limitations require a focus on materials that appeal to a broad range of users, rather than the academic and highly technical works collected by universities and other research institutions. The following criteria will be used to determine whether or not an item should be added to the library's collection: availability, content, format, reviews; authority and significance of the author, composer, filmmaker, etc.; reputation of the publisher or producer; timeliness and/or permanence; quality of writing, design, illustrations, or productions; relevance to community needs; demand; comparison with our existing materials on the same subject; accessibility of the same material in the geographic area; and cost.



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### **Collection Maintenance**

To maintain the quality of the collection, materials may be repaired, rebound, replaced, or withdrawn. The process of collection evaluation must be maintained continually.

The following principles will be considered in withdrawing materials: physical condition, currency of information, availability, permanent value, user demand, and space available.

Withdrawn materials are not automatically replaced. Replacement is considered in relation to adequate coverage in a specific subject area, availability of more current or better titles, suitability according to this selection policy and demand for the title. Gifts, including memorial items, are subject to this replacement policy.

### **Consortium Memberships**

Wilberg Memorial Public Library belongs to the MORE consortium that provides materials and databases for use by our Library users. MORE utilizes an online system for resource sharing among members. The IFLS system coordinates member libraries with a courier service to move materials from library to library at no cost to Library users.

*END OF POLICY*