

AUBURN PUBLIC LIBRARY

Collection Development Policy

Collection development is a process through which the library acquires materials to meet the needs of the community. Any library collection must be continually changing in order to meet the needs of the community.

The Auburn Public Library will serve any patron who resides in the City of Auburn, rural Sac County, or any Iowa resident through the Open Access program. The library shall make provision for meeting the varied needs of this group including the following two areas:

1. Special Populations: handicapped, disabled, ethnic groups, home bound and culturally, economically, or educationally disadvantaged.
2. Specific Needs: pre-school and elementary children, young adults, the elderly, business people, church, social and service organizations, and non-English speaking people.

Collections will be developed based on demand and funding. The library may choose not to furnish a collection of material for each specific need but rather to put patrons in contact with other agencies or libraries who can best meet their need.

SELECTION OF MATERIALS

The librarian has primary responsibility for the selection of books and other materials for the collection. The librarian selects materials on the basis of information found in library selection aids, the opinion of experts, and by applying professional knowledge and experience. Other criteria for selection include local demand for certain materials or types of materials, the library's existing collection, and the size of the budget. The library welcomes requests from patrons, and will honor them whenever possible. In the case of an individual or group wishing to protest the presence of an item in the collection, the final authority rests with the Library Board on any question of selection.

GIFTS

The Library welcomes gifts of material in any usable form. However, all gifts will be accepted with the understanding that if the materials are deemed unusable, either because of their physical condition or because they do not meet an existing demand, they will be offered to the community for a free will donation, sent on to another library, donated to an approved organization, or properly destroyed.

CENSORSHIP

The Auburn Public Library supports the American Library Association's Library Bill of Rights and Freedom to Read Statement. While material is selected in an attempt to maintain a quality collection, the librarian and the Library Board do not censor any book or other material for reasons of religious or political content. They do reserve judgment as to whether a book contains rational, well-supported information or arguments as opposed to sensational or

distorted information. Judgment on these matters is based on the book or material as a whole and on the reviews found in responsible publications.

RESPONSIBILITY FOR USE OF LIBRARY MATERIALS

Because the library must acquire and hold a wide range of materials in order to meet the diverse needs of its patrons, the choice of materials to be borrowed or used on-site must be left to the taste of the individual patron.

The Auburn Public Library provides several large collections of material considered suitable for children. Use of the young adult and adult collections cannot be restricted according to patron's age. Limitation of children's access to adult content in books, music, and DVD's is considered a parental responsibility, not a function of the library.

COMPLAINTS

Complaints about any particular item in the library's collection should be directed to the Librarian and/or the Library Board. The complaints should be in writing in order to be evaluated properly. A request/complaint form is provided for the convenience of patrons.

WITHDRAWAL OF MATERIALS

Items deemed outdated or no longer meeting the needs of the library's patrons will be regularly withdrawn from the collection and properly discarded.