

Silver Lake Public Library – Policy

Collection Management

I. **Legal Authority**

Public libraries are organized under the laws of Kansas and authorized under K.S.A. 12-1219 et seq. to acquire by purchase, gift or exchange the materials and equipment deemed necessary by the board for the maintenance and expansion of up-to-date library services.

II. **Objectives**

- A. To reflect the mission of the Library
- B. To reflect the variety and diversity of opinions and life-styles of community members
- C. To enhance job-related knowledge and skills
- D. To expand citizens' worldview and encourage participation in local, state, national and global affairs.

III. **Responsibility**

The Trustees delegate the responsibility for selection, deselecting and development of the collection to the library director. The library director works with other staff members to develop the process and procedure for maintaining the collection.

IV. **Criteria for Selection**

- A. General
 - 1. Availability of materials on the subject.
 - 2. Current appeal and popular demand.
 - 3. Value of material relative to durability.
 - 4. Reflects various viewpoints and cultural diversity.
- B. Review sources
 - 1. Adult: Booklist, Kirkus Review, Library Journal, New York Times Book Review, Publishers Weekly and best seller lists.
 - 2. Children: School Library Journal, Booklist, Kirkus Review, Bulletin of the Center for Children's Books and vendor catalogs.
 - 3. Young Adult: Booklist, School Library Journal and VOYA [Voices of Youth Advocates.]
- C. Materials Not Included in Collection
 - 1. 16mm film , filmstrips
 - 2. Textbooks, workbooks
 - 3. Abridged books, outlines or synopses.
 - 4. VHS tapes, cassette tapes

V. **Recommendations and Gifts from the Public**

- A. Recommendations will be considered under the same criteria used for the purchase of other library materials.
- B. Gifts or donations of books or other materials will be accepted with the understanding that the material becomes the sole property of the library and that the library director will determine the most appropriate use of the material.

VI. **Challenged Materials**

- A. The Silver Lake Library will adhere to the Library Bill of Rights and Freedom to Read Statements.
- B. All challenges of materials will be handled by the library director according to procedure.

Freedom to Read Statement

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*
2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*
3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*
4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*
5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*
6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*
7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.