Section 4.1

Materials Selection & Reconsideration

Mission Statement

The Mission of the Greenville Area Public Library is to make a positive contribution to the cultural and intellectual life of our Greenville area and the personal enrichment of its residents by providing quality materials, responsive service, and relevant technologies for all members of our community.

Purpose of Collection Development Policy

The Collection Development Policy, as approved by the Library Board, guides the Librarian in the selection of materials appropriate to the Greenville Area Public Library. This policy allows the Library to represent community needs and protect the collection from societal and political pressures. Adherence to the policy will help the Library meet its mission of providing for the cultural, intellectual and personal enrichment of all members of the community.

Philosophy and Scope of the Collection

The Greenville Area Public Library cannot carry every published work. The collection strives to meet the general educational and recreational interests of our community. We do not offer specific collections for any subject, including genealogical research.

The Library supports the rights of our patrons to access information. The needs or preferences of any patron are not placed over that of another. Materials may not be deemed acceptable by all patrons. When possible, the Library will provide materials representing all sides of an issue and does not advocate a point of view.

Responsibility for the reading and viewing activity of children is ultimately the responsibility of their parents and guardians. Materials selected specifically for children and teens are intended to broaden their vision, support recreational reading, encourage reading skills, supplement their educational needs, widen their interests, lead to a recognition and appreciation of literature and reflect the diversity of our community and the world. The Library does not restrict circulation of materials based on age. Controversial materials within the collection may, therefore, come into the hands of children or teens.

Selection Criteria

Those librarians selecting books and audiovisual materials draw upon their experience and knowledge of the available resources, the existing collection, and the community (its needs, demands, and other library holdings). The overall value of the material to the collection is the chief criterion for selection.

Factors considered in recommending library materials for purchase are:

- Relevance to interests and needs of the community
- Extent of publicity, critical review and current or anticipated demand
- Current or historical significance of the author or subject
- Importance of the subject matter to the collection
- Scarcity of material on the subject
- Timeliness or permanence of the item
- Clarity and accuracy of presentation
- Reputation and standing of the author, publisher or producer
- Budgetary considerations, availability, and price

- Suitability of format to Library circulation and use

Section 4.1 Continued

Patron recommendations

The Library welcomes recommendations of materials. Each request is reviewed for inclusion in the collection using the selection criteria

Requests for Reconsideration

The Library selects material using established criteria and full consideration of the varying age groups and backgrounds of customers. Requests for removal of items from the collection may be made using the "Request for Reconsideration of Library Materials" form. On receiving the completed form, the librarian will examine the item in question and reconsider it according to the collection development policy. Based on this re-evaluation, the Library Director will decide whether or not to remove the material in question and will write to the complainant giving the reasons for the decision. If still unsatisfied, the complainant may appeal in writing to the Library Board. Materials subject to complaint will not be removed pending final action.

Approved *11-16-2021*
Greenville Area Public Library Board of Directors