

DRUMMOND PUBLIC LIBRARY

COLLECTIONS DEVELOPMENT POLICY

Our library's mission is to provide the members of the community with access to materials and information which can broaden their lives; improve their minds; fulfill intellectual, educational, and enlightenment objectives; and provide a warm, comfortable meeting place for patrons of all ages.

Responsibility for the Selection of Materials

Full and ultimate responsibility for the selections of materials is made by our library director, who executes the library's policies set forth by the Board of Trustees. All materials selected for the library is solely based on the library director's determination, also based on suggested advisory by the public and patrons. The library director has the authority to reject or select any item.

Collection Development and Management Criteria

To build a collection of merit, materials are evaluated according to one or more of the following criteria. An item need not meet all of these criteria in order to be acceptable.

General criteria:

- relevance to community needs
- contribution to the diversity and scope of the collection
- content created by and representative of marginalized and under-represented groups
- physical format that meets the needs of library users, including those with disabilities
- suitability of subject and style for intended audience
- cost/budget
- contemporary significance
- relation to the existing collection
- relation to other material on the subject
- published evaluations, reviews, and awards
- requests by the public
- materials of local interest and/or written by local authors

The community has a role in shaping library collections by participating in the collection development process through suggestions and feedback.

Intellectual Freedom

A democracy presupposes an informed citizenry, and the public library has an integral role in achieving that goal. The library provides an impartial environment in which individuals can access information representing many different points of view on a variety of topics. The [American Library Association's Library Bill of Rights](#), [Freedom to Read](#) and [Freedom to View](#) statements guide the acquisition and management of collections and can be accessed through the library's website.

Collection development and management decisions are based on the merit of the work as it relates to the library's mission and its ability to meet the expressed or anticipated needs and interests of the community. Decisions are not made on the basis of any anticipated approval or disapproval of the material. The inclusion of an item in the library collection in no way represents an endorsement of its contents. Library materials are not marked or identified to show approval or disapproval of the contents, nor are materials sequestered except for the purpose of protecting them from damage or theft.

The library recognizes that some materials may be controversial and that any given item may offend some people. Only individuals can determine what is most appropriate for their needs and can define what material or information is consistent with their personal or family values. Individuals can apply those values to the use of library materials only for themselves. Parents and legal guardians are responsible for their children's use of library materials.

Suggestions for Purchase

The Drummond Public Library (DPL) encourages input from the surrounding community concerning its collection. A suggestion for purchase enables citizens to request that a particular item or information about a certain subject be purchased by DPL. All suggestions for purchase are subject to the same selection criteria as other materials and are not automatically added to the collection.

The library values a sustainable collection of materials and sharing resources with other libraries in our Northern Waters Library Service and Network, it allows us to share loan requests and helps incurring the cost of purchasing all items of interest that would otherwise put a strain on our budget.

Types of materials for selection are books in fiction and nonfiction for both adults and children, local newspapers, periodicals of local/popular interests, DVDs for both adults and children, audio book CDs for adults, children and beginning readers, music CD's. We also sustain a "Library of Things" collection of games, puzzles, sewing machine, carpet cleaner and computer tablets. All the materials listed come with a loan responsibility and must be a card-carrying member of the Northern Waters Library System/Network.

Collection Evaluation

The evaluation of the holdings is to help maintain a sustainable, viable and desirable collection housed in the library. This process helps us make space for new materials. Materials that have become in disrepair, obsolete or irrelevant in information are withdrawn, or “weeded” and placed in the book sale area or for further disposal and eventually recycled.

Gifts and Donations

The library encourages donations of books and other materials at a reasonable age of the material. Space is valuable in our library and keeping current holdings that will sustain maximum use is very important. Donations to the library cannot be appraised by the staff and will not be purchased. Your donation can be tax exempt should you request a letter.

Donations made to the library are treated the same as new items in their selection value. Anything not used will be placed in the book sale area, future recycling and disposal.

Browsing the Collections, Patron Accounts

Browsing the Collections can be done both in person and online, with our systems online catalog host. The catalog can be found through links on our website at drummonwilibrary.org. Card carrying patrons may set up an account and place holds for delivery to their home library, or library of convenience for pick up. Patrons must set up their account by using their card number and account name. Holds on materials are a first come, first served basis.

Collections can also be found digitally by and through the Northern Waters Library System, in conjunction with Wisconsin’s Digital Library, Wisconsin Public Library Consortium, Overdrive, Libby, all one in the same, depending on how your device accesses the application.

In the event that our NWLN does not have the requested material, we have access to another system called WisCat, or Wisconsin Resource Sharing Platform. These items can come from a number of different libraries in the state of Wisconsin and parts of Minnesota.

Reconsideration Materials

The Drummond Public Library recognizes some materials are controversial and any given item may offend some patrons. Selection of materials will not be made on the basis of anticipated approval or disapproval, but solely on the basis of the principles stated in this policy.

Responsibility for the reading of children rests with their parents or legal guardians. Selection of library materials will not be inhibited by the possibility that materials may come into the possession of children.

Library materials will not be marked or identified to show approval or disapproval of their contents, and no library material will be sequestered except to protect it from damage or theft.

Consideration of Materials in Library Collection

Individuals may request reconsideration of a selection decision of library material by filling out a written "Statement of Concern" form, available at the Drummond Public Library. The library director will respond in writing to an individual's written request.

The Drummond Public Library Board, upon request, will hear appeals of the director's written response. Appeals must be presented in writing to the library board at least ten days in advance of the next regularly scheduled meeting of the board. Decisions on appeals are based on careful review of the objection, the material, and DPL policies, including: this policy, the Library Bill of Rights, the Right to Read and the Right to View, and the American Library Association's guidelines on intellectual freedom. The final decision on appeals rests with the Drummond Public Library Board.

Created : March 10, 2022

Revised: April 19, 2022; May 17, 2022

Adopted: August 25th 2022