

Meridian Library District – Collection Development Policy

The collection development policy of the Meridian Library District supports the general mission of the Library, the Library Strategic Plan, the *Library Bill of Rights** and the *Freedom to Read Statement**.

All acquisitions, before being purchased or accepted as gifts, are evaluated in terms of the following criteria and in the context of economic and space considerations. An item will not necessarily be judged against all criteria, but against those appropriate and applicable to it. These same standards determine the replacement, duplication, and withdrawal of materials.

A. The Library will:

- Provide a collection that anticipates the needs and numbers of potential users
- Consider public demand, both specific and general, as expressed through requests, suggestions, and use to develop the collection
- Consider the availability of the same, or similar, materials in other libraries or agencies
- Consider the need for all subjects covered and viewpoints expressed
- Consider the effect that subjects and viewpoints selected have on developing a balanced collection
- Consider the appropriateness to scope of the collection as it is developed
- Consider the unique nature of branch locations in developing their collections
- Accept only donations that are outright gifts

B. Selectors will consider these characteristics when selecting:

- Literary or stylistic quality
- Reputations, qualifications, and significance of author, producer, or publisher
- Accuracy, currency, timeliness, and validity
- Attention of critics, reviewers, awards and public
- Physical quality and effectiveness of format and appropriateness of format to subject
- Cost, as measured against competing materials on the same subject
- Availability of discounts and efficiency in vendors used for purchasing
- Suitability for intended audience
- Availability of subscriptions and standing orders for popular materials, reference and nonfiction items published or released annually

*As adopted by the Council of the American Library Association

C. Reconsideration of Materials

The Meridian Library District Board is legally responsible for all matters relating to the operation of the library. It delegates the responsibility for selection of library materials to the library staff as assigned through the Library Director. Suggestions for the library collection are welcomed from patrons. While a particular item may offend some patrons, selection of materials will not be based upon any anticipated approval or disapproval, but rather on the merits of the material and its value to the collection. The final responsibility for the selection decision rests with the Library.

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The use of library materials by patrons is an individual matter. Responsibility for children's and teen's use of library materials rests with their parents or legal guardians.

Library patrons may object to selected library materials by completing the Request for Reconsideration form (see form below). Once a completed form is received by the Library Director, a thoughtful, deliberative process for reconsideration of the library materials identified by the library patron will begin. While each request for reconsideration will be handled on a case-by-case basis, designated staff will look at awards, reviews and demand for the particular item. The patron will be informed of the objectives of the process, the timeline, the review structure and the opportunity for appeal in accordance with the Request for Reconsideration Procedure.

D. These policies will be reviewed annually.

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REQUEST FOR RECONSIDERATION

The Meridian Library does not censor material and strives to provide a variety of opinions and items to engage people in discourse. Patrons may challenge any item in the library

When a patron wishes to challenge content, the following steps should be taken:

- Patrons must make their complaint in writing by filling out a Request for Reconsideration Form.
- Administration will research and consider the item in question.
- The Director will discuss the challenge with the Library Board.
- The decision will be reported to the patron in writing.

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### Information to be completed:

Date of complaint \_\_\_\_\_

Full name: \_\_\_\_\_

Street address: \_\_\_\_\_

City/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### For this complaint, I

Represent myself

OR

Represent the following organization/group: \_\_\_\_\_

By signing this form I understand that I am making a formal complaint to the Meridian Library District in regards to an item available for checkout. I understand that my complaint will receive full attention and that I will need to follow the above mentioned steps.

\_\_\_\_\_  
Signature of requestor

\_\_\_\_\_  
Name of person receiving complaint

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## Material to be Reconsidered:

Title \_\_\_\_\_

Author, composer, producer, artist, etc. \_\_\_\_\_

Please Respond to the Following Questions:

1. Did you read, view, or listen to the entire work? If not, what pages or section?
2. To what in the material do you object? Please be specific, cite pages or sections.
3. What good or valuable features do you find in the material?
4. What do you believe is the theme of this work?
5. What do you feel might be the result of using this material?
6. Have you read any review of the material?  
If yes, specify
7. Do you think this material would be more appropriate for a different age group?  
Please explain:
8. What would you like the library to do about this material?
9. Can you recommend other material that would convey as valuable a picture and/or perspective of the subject treated? If yes, please specify:

Date: \_\_\_\_\_ Signature: \_\_\_\_\_