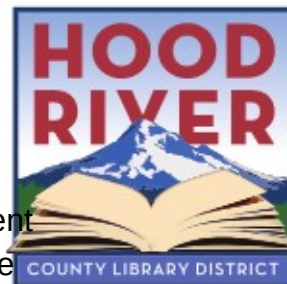


Collection Development Policy



Hood River County Library District recognizes that its patrons are diverse. The District further recognizes that public libraries provide free and convenient access to informational, cultural, educational, and recreational materials. The District provides carefully selected books and other materials to aid the individual in the pursuit of education, information, research, pleasure and the creative use of leisure time.

The District aims to provide equal access to all people. To achieve this goal, the District must ensure that its collections remain current and responsive to the needs of its patrons and that materials are easily accessible through appropriate technology.

Intellectual Freedom

The District believes that the right to access materials of varying viewpoints is an important part of the intellectual freedom basic to democracy. The principles of intellectual freedom are guaranteed in the First Amendment of the United States Constitution and Article 1 of the Oregon Constitution. In keeping with those principles, the District favors no viewpoint and endorses the American Library Association's Library Bill of Rights, Freedom to Read, Freedom to View, and Free Access to Libraries for Minors statement.

Authority and Responsibility for Selection

The responsibility for the library collection lies with the Library Director, who may designate other staff who are qualified through education and training to participate in selection tasks. The Board of Directors determines the policies for collection development set forth in this document. The policy is carried out by a Collection Development Committee composed of staff responsible for selecting materials, developing procedures, and setting annual goals as determined by the Library Director. All staff members and the general public are encouraged to recommend materials for consideration as well.

Access

The library makes materials available in a variety of formats to provide inclusive and equitable access to resources for all community members, such as print, audio, and digital materials including books, audio books, electronic books, research and subscription databases, and web resources on community information needs.

Except where noted elsewhere in this policy, all materials are freely and easily accessible to

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541 386 2535

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the public in accordance with the ALA Free Access to Libraries Minors Statement.

Except where noted elsewhere in this policy, all materials will be freely and easily accessible to the public in accordance with the ALA Free Access to Libraries for Minors statement. Youth are not limited to using materials in the children's or young adult areas. Responsibility for a minor's access to the collection rests solely with their parent or guardian. The library will not limit access to materials based on content or authorship, and selection will not be inhibited by the possibility that youth may use such items.

The use of rare and scholarly items, or items frequently subject to damage or theft, may be controlled to protect the materials for future patrons.

Labeling

Librarians employ objective professional judgment through selection, cataloging, classification, and readers' services to make available the information that library users want or need. Cataloging decisions, labels, or ratings applied in an attempt to restrict or discourage access to materials or to suggest moral or doctrinal endorsement is a violation of the First Amendment and the Library Bill of Rights.

Labeling systems in the library are employed as a means of organizing resources, providing guidance to users, and are viewpoint-neutral. Labels are used as directional aides and may include broad categories such as children's fiction and nonfiction, reference materials, etc.

Selection Criteria

Because of the volume of publishing, as well as the limitations of budget and space, the library must have a selection policy with which to meet community interests and needs. Collection materials are selected by trained staff members (selectors). Selectors may consult a variety of resources including but not limited to primary sources, such as AASA Science Books and Films, ALA Booklist, American Film & Video Association Evaluations, Horn Book Guide, Kirkus, Library Journal, New York Times Best Sellers lists, Pacific Northwest Independent Bestseller List, School Library Journal, and others.

The main points considered in the selection of materials are:

- Favorable reviews found in standard selection sources
- Reputation and significance of the author, producer, and publisher
- Current and historical significance
- Validity, currency, and appropriateness of material
- Contribution of representative viewpoints on controversial issues
- High degree of potential user appeal

- Community needs and interest
- High artistic quality and/or literary style
- Quality and variety of format
- Diverse authors and perspectives
- Value commensurate with cost and/or need
- Timeliness or permanence
- Budget and space considerations
- Integrity

In addition to the above criteria, selectors will choose and categorize materials using the following protocols:

- Materials in the children's collection are selected to serve the needs of youth from birth through elementary school age.
- Materials in the young adult collection are selected to serve the needs of individuals from middle school through high school age.
- Suggestions from patrons are welcomed and considered using the standards outlined in this policy.
- The library will acquire materials in languages commonly spoken at home by Hood River County Library District patrons, including English and Spanish.
- The library makes a special effort to select and retain items of local significance and history. Usual selection practices do not apply to local historical materials.
- Final decisions are based on the value and interest of the item to the public, regardless of selectors' personal tastes. These standards apply equally to purchased and donated materials.
- The District does not attempt to acquire textbooks or other curriculum-related materials unless such materials also serve the general public.
- Since the District's collection cannot be totally comprehensive, special interest items may have to be borrowed through interlibrary loan.
- Because the library serves a community with a wide range of ages, reading skills, and educational backgrounds, it will select materials of varying complexity.

Suggest a Purchase

Hood River County Library District welcomes input from the public regarding the contents of the collection. Patrons wishing to suggest titles for acquisition may fill out a Suggest a Purchase online or print form, and all such suggestions will be considered for acquisition in accordance with the Collection Development Policy.

Gifts and Donations

The District gratefully accepts gifts and donations of materials but reserves the right to

evaluate and dispose of such gifts (see *Gift and Donation Policy*).

Local and Archival Collections

To preserve the area's unique history and meet the needs of local researchers, the District collects and maintains materials pertaining to Oregon and the local area. These items may be kept in protected areas or be restricted to use only in the library. Copies may also be available in the circulating collection. Items in this collection include the following:

- Histories for Hood River County, the Columbia Gorge, the Columbia River, and Mount Hood and surrounding areas;
- Materials relevant to the unique commercial, industrial, cultural, and civic enterprises of Hood River County and the Columbia River Gorge.
- Newspapers within Hood River County;
- Directories covering Hood River County;
- Yearbooks for schools within Hood River County;
- Historical works on other regions of Oregon or Oregon generally;
- Documents from governmental entities operating within Hood River County or the Columbia Gorge with historical value for District patrons;
- Works in areas useful for genealogical research specific to Hood River County, the Columbia Gorge, or Oregon;
- Rare and unusual fiction with historical value for Hood River County patrons.

As a rule, the District limits selection to documents pertaining to the local area. Photographs, memorabilia and other artifacts are collected by museums within Hood River County.

Collection Maintenance

In order to keep the collection vital and useful and to use space efficiently, the library will regularly remove items from the collection that are worn, outdated, of little historical significance, or no longer in demand. All collections are reviewed and revised on an ongoing basis to meet contemporary and future community needs. Library staff use professional judgment and expertise to decide which materials to retain, replace, repair, or remove.

The library makes every effort to rehome discarded material; however, withdrawn materials will be handled in a similar manner and under the same authority as donated materials (see *Gift and Donation Policy*)

Request for Reconsideration of Library Material

Patrons wishing to express concerns about the inclusion or exclusion of materials may

formally request that Hood River County Library District reconsider its classification or possession of an item or engagement in programs or displays by submitting a Request for Reconsideration of Library Material and Services to the library director. (See the *Request for Reconsideration Policy* for complete details).

Approved by the Board of Directors, October 21, 2014

Last reviewed: September 19, 2023

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