

Eldon Public Library
Collection Development Policy

The Eldon Public Library endorses the Library Bill of Rights of the American Library Association.

The purpose of the Collection Policy is to guide the Library staff in the selection of materials and also serves to acquaint the general public with the principles of selection. This policy intends to satisfy the informational, educational, and recreational needs of its' supporting citizens.

The Library Director is responsible for the selection of materials. Patrons are an important part of the selection process also.

The general criteria for selection are as follows:

- Current and anticipated needs and interests of the public
- Accuracy of content
- Author's reputation or qualifications
- Timeliness of information
- Evaluations of review media
- Existing library holdings
- Affordability

Additional specific criteria will be taken into account when needed.

The Library will acquire materials considered to be of lasting value in the areas that follow:

- Adult Fiction
- Adult Non-Fiction
- Young Adult Fiction
- Young Adult Non-Fiction
- Juvenile Fiction
- Juvenile Non-Fiction
- Periodicals
- Local Newspapers
- Reference Materials
- Non-Print Materials
- Local History

The Library accepts gifts and donations of books and other materials. These must also meet the above criteria. The Library reserves the right to refuse material. If items are not added to the collection, they will be sold or disposed of at the discretion of the library.

Weeding is the ongoing process of withdrawal and replacement. This helps to maintain an up-to-date and attractive collection. The following criteria are used in this process:

- Physical condition and age
- Availability of space
- Number of circulations
- Similar materials
- Communities needs and interests
- Affordability

Weeded items will also be sold or disposed of at the discretion of the library.

Revised June 2007

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