BARTLESVILLE PUBLIC LIBRARY
COLLECTION DEVELOPMENT POLICY

MISSION STATEMENT –

The Library's mission is to educate and entertain a diverse audience, stimulating individual learning and advancing society.

OBJECTIVE -

To provide a collection of resources and materials which provide individual and program access to and implement the Library's Mission and achieve its objectives.

PURPOSE OF POLICY -

The purpose of the Collection Development Policy is to guide staff and inform the public about the principles on which selection is based.

GENERAL PRINCIPLES -

1. The Bartlesville Public Library respects and accepts in principle the following statements on Intellectual Freedom: the **Freedom To Read Statement**, the **Freedom To View Statement**, and the **Library Bill Of Rights** with attendant interpretations as proposed by the American Library Association. (Attachments #1 - #14)
2. Parents are responsible for guidance and selection of materials for use by their children and adolescents.
3. The materials collection strives to give a balance to all sides of public questions.
4. The standards used for the purchase of materials will also be applied to gifts. Donations will not be accepted if special conditions such as separate shelving, permanent retention, or value appraisal are prerequisites of the donor.

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RESPONSIBILITY -

Ultimate responsibility for selection of materials rests with the Library Director. The Library Director may delegate responsibility to the Collection Management Team comprised of professional, paraprofessional, and clerical staff members.

The Collection Management Team is responsible for the general development and maintenance of the collection.

The Collection Management Team welcomes suggestions from the community for items to purchase. (See Book/Material Request Form-Attachment #15).

GENERAL CRITERIA FOR SELECTION OF MATERIALS -

The following criteria shall be considered in determining the addition of any item either donated or purchased.

1. Material should meet high standards of quality in content, expression, and format.
2. Material should be authoritative and significant.
3. Materials should have either current high demand interest, permanent value, or both.
4. Material should be significant when compared with other material on the same subject.
5. Material should have received some favorable critical attention.
6. The format should be of sufficient durability to withstand library use. (Exceptions may be made for the Local and Family History Materials.)

COLLECTION MAINTENANCE -

The collection of this Library is maintained through judicious weeding of outdated, outmoded, and worn materials. If needed and possible, these will be replaced. Weeding the collection is considered primary to the maintenance of a good collection and should be performed continuously. (Attachment #17) Weeded materials are presented to the Friends of the Library for sale in their bookstore.

RECONSIDERATION OF MATERIALS -

Library patrons expressing concern over items in the collection are encouraged to submit a "Citizen's Request for Reconsideration" form. (Attachment #16) Patron comments will receive careful consideration and a written response from the Library Director.

REVIEW OF COLLECTION DEVELOPMENT POLICY -

This policy shall be reviewed annually by the Bartlesville Public Library Board.

Revised November 2020