



The Beacon Falls Public Library

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BEACON FALLS PUBLIC LIBRARY COLLECTION MANAGEMENT POLICY

MISSION AND PURPOSE

This policy serves as a guiding document for the development of an inclusive collection of reading, listening, viewing, and research materials that enable the Beacon Falls Public Library to fulfill its mission aligned with the Library Services and Information Act (LSTA) five-year plan. The library's mission is to promote social justice, diversity, equity, inclusion, and accessibility (SJDEIA) in its daily operations and patron interactions. The collection aims to reflect the diverse needs of the Beacon Falls community and its literary and affirmational requirements. The Beacon Falls Public Library endeavors to provide materials and services to the public, in line with its role as a community hub for learning and exploration.

GOALS: This policy outlines principles and detailed guidelines for library staff and our community in the following areas:

- Professional standards guiding collection development.
- Methods and criteria for selecting new materials.
- Collection maintenance, including deselection procedures.
- Utilization of community input in maintaining the collection.

GENERAL PRINCIPLES AND PROFESSIONAL STANDARDS

Responsibility and Authority

The responsibility and authority for materials selection and collection development at Beacon Falls Public Library rests with the Library Director, who upholds the standards outlined in this policy.

Freedom of Information and Intellectual Freedom

Accessing information, including reading, hearing, and viewing materials, is a cornerstone of intellectual freedom. The Beacon Falls Public Library supports the First Amendment's protection of this freedom. It is committed to offering a collection that represents diverse perspectives and viewpoints.

Accessibility

The library is dedicated to selecting, maintaining, and providing access to content created by diverse authors and creators. The collection aims to address the Beacon Falls community's needs, interests, and abilities, encompassing materials that affirm human dignity and rights. The library

actively seeks to confront bias, promote diversity and inclusion, and advance social justice in alignment with professional ethics and guidelines as per the ALA 9th code.

Quality

Materials are chosen and maintained using professional discretion and industry standards. Selection aids such as reviews, bestseller lists, and recognized periodicals guide decision-making. The library adheres to the American Library Association's principles, including the Library Bill of Rights, Code of Ethics, Freedom to Read, and Access to Electronic Information.

Collection Organization

Materials are organized based on their intended audience, subject, format, and type. The arrangement ensures efficient utilization by both patrons and library staff.

Diversity and Inclusion

The Beacon Falls Public Library acknowledges the historical biases within the field of librarianship. In line with the library's commitment to inclusivity, materials are chosen to serve all backgrounds, ages, and educational levels. The library recognizes the need to dismantle and redesign systems that perpetuate exclusion and marginalization, and this policy reflects that commitment.

SELECTION CRITERIA/GUIDELINES

The Beacon Falls Public Library acquires materials across subjects and formats based on their relevance to the needs and interests of the community. The selection criteria include but are not limited to educational value, accuracy, subject significance, critical reviews, demand, historical and contemporary importance, author's reputation, diversity, inclusivity, and alignment with the library's mission.

Children/Young Adult Collections

Materials for youth are thoughtfully chosen to reflect various viewpoints and subjects. The library supports the freedom to explore, learn, and engage, understanding that parental responsibility is paramount. Selection is not influenced by the possibility of materials reaching children inadvertently.

Digital Resources

Digital resources are selected based on their alignment with the library's mission and the community's needs. Considerations include price, accessibility, availability, community interest, and licensing agreements.

RESPONSIVENESS

The Beacon Falls Public Library values input from the community in shaping its collection. Patron requests, usage patterns, and community interests inform collection development decisions. The library aims to provide an inclusive collection that serves diverse interests without excluding any viewpoint.

Patron Requests

Patron suggestions for new materials are encouraged and evaluated using the same selection criteria applied to all materials.

Selection Based on Need

Materials are chosen to meet specific subject areas' needs and to ensure current and reliable resources are available. Circulation statistics, loan requests, and patron feedback inform collection development.

Gifts

Gifts of materials are welcomed if they align with the library's selection principles. The library retains the right to determine gift item classification, arrangement, and shelving.

COLLECTION MAINTENANCE

The Beacon Falls Public Library regularly evaluates its materials to maintain a vibrant and relevant collection. This policy supports the systematic review and removal of outdated, worn, or infrequently used items. Collection maintenance aims to uphold patrons' right to access appealing and meaningful resources.

Weeding Evaluation Criteria

The library employs the "CREW" method (Continuous Review, Evaluation, and Weeding) to assess materials for retention, relocation, or replacement.

Replacement Criteria

Materials withdrawn from the collection are assessed for replacement based on the same criteria as the original selection.

Removal of Withdrawn Material

Materials no longer suitable for the collection are responsibly disposed of, recycled, or donated as appropriate.

Reconsideration Policy and Form

The library provides a reconsideration process outlined in a separate document for materials considered for removal from the Beacon Falls Public Library collection. This process ensures a thoughtful evaluation of materials while respecting intellectual freedom and diverse perspectives.

Approved by the Board of Trustees of the Beacon Falls Library on 08/28/2023