

Materials Selection

The Taylor Memorial Library provides carefully selected books and materials in many different formats to provide the community with a wide range of informational, recreational, and educational resources which are easily accessible and cost-efficient. The library acquires materials reflecting the full diversity of points of view on topics of interest to the public. The collection is developed and maintained to meet the needs and interests of Taylor residents and as a resource for the Winding Rivers Library System. The *Library Bill of Rights* and *The Freedom to Read Statement* have been endorsed by the Taylor Memorial Library Board of Trustees and are integral parts of this policy.

Selection: The Taylor Memorial Library selects, organizes, preserves, and makes freely available materials that help individuals and groups in the community to:

- Use leisure time creatively and enjoyably
- Develop creative capacities
- Obtain needed information
- Become more responsible community members
- Understand cultural heritage
- Pursue lifelong learning

Selection of materials may be influenced by many factors, including but not limited to:

- Budgetary considerations
- Physical limitations of the library building
- Suitability of the format and construction
- Suitability of material to the community
- Availability of specialized materials in other local libraries
- Availability of material through interlibrary loan
- Existing library holdings
- Individual merit

To build a collection of merit and significance, materials must be measured by objective guidelines. All acquisitions, whether purchased or donated, are considered in terms of the established standards. However, an item need not meet all of the criteria in order to be

acceptable. Items having widespread demand may or may not meet the general criteria contained in this policy. However, demand is a valid factor in materials selection and it shall be considered an important factor.

The library will not promote specific beliefs or views, but will provide enough suitable material to enable the public to make informed and intelligent decisions. The Library recognizes that some materials are controversial and that any given item may offend some patrons. Selection will not be made on the basis of any anticipated approval or disapproval, but solely on the merits of the work in relation to the building of the collection and to serving the interests of readers. Responsibility for the reading of minors rests with their legal guardians. Selection of adult material will not be limited by the possibility that books may come into the possession of a minor. Library materials will not be marked or identified to show approval or disapproval of their contents, and no library material will be sequestered except to protect it from injury or theft.

The library welcomes and appreciates gifts of materials with the understanding that they will be evaluated using the same criteria as those applied to purchased materials. If the gifts do not meet these criteria, the library reserves the right to dispose of them as it sees fit. All gifts of library materials are subject to the Taylor Memorial Library's Gifts and Donations Policy.

Recommendations from the public and staff are welcomed and given full consideration for acquisition. Final responsibility for material selection lies with the Library Director.