

Policy Title	Collection Development		
Approval Date	March 21, 2023	Revision Date	April 21, 2026
Related Policies	Access to Library Services Safety of Children and Vulnerable Adults in the Library Computer, Wireless Network and Internet Use Patron Privileges and Responsibilities Fixed Assets		
Statutory Reference	RCW 27.12.210		
Purpose	Defines how the Lopez Island Library District establishes, maintains, and facilitates access to a collection of library materials that meet the cultural, informational, educational, and recreational needs of LILD patrons.		

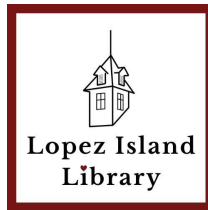
In the event of the amendment of any law, regulation, or ordinance incorporated into this policy or upon which this policy relies, the policy shall be deemed amended in conformance with those changes.

In cases where this policy conflicts with any local ordinance, state or federal law, the terms of that law, and its underlying rules or regulations shall prevail. In all other cases, Lopez Island Library District ("LILD" "Library") policies and practices prevail.

The Board reserves the right to change and/or modify this policy at any time, as circumstances dictate and in accordance with applicable law.

Policy:

Books and other library resources in a variety of formats will be provided for the interest, information, education, and enrichment of all people of the Lopez Island community. Materials will not be excluded because of the origin, identity, background, or views of those contributing to their creation. A diverse collection should contain content by and about a wide array of people and cultures to authentically reflect a variety of ideas, information, stories, and experiences. The LILD respects the diversity of all viewpoints and information needs within the community and strives to support all individuals through the local collection and/or the provision of materials through interlibrary loan.



LILD will continually develop the collection by adding, removing, and replacing resources to maintain a collection of current interest and usefulness to the Lopez community. The library collection will contain materials representing a wide range of non-fiction topics, fiction genres, authors, performers, and styles. The focus of the collection is breadth rather than depth, and materials suitable for the general reader rather than the advanced student or the expert.

Selection Responsibility

The Library Director is responsible for the selection of materials. Direct selection of library materials is performed by the Collection Development Librarian and other qualified staff members, who follow Lopez Island Library collection criteria.

Selection Criteria

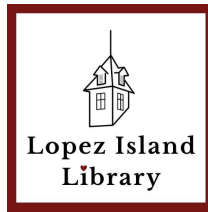
The materials selection criteria provide a framework and guide in our good-faith efforts to judge what may fall inside or outside the scope of the LILD's collection. They are intended to be inclusive rather than exclusive and are deliberately flexible. They prompt us to evaluate multiple factors in determining what to add to and retain in our collection, understanding that our space and budget are limiting factors in the size and scope of our collection.

- Current and anticipated needs and interests of the community
- Evaluations in review media
- Accuracy and timeliness of content
- Author, artist, publisher, or producer qualifications and/or reputation
- Contribution to diversity or breadth of collection
- Receipt of or nominations for major awards or prizes; or inclusion of title in standard bibliographies or indexes
- Quality and durability of production
- Cost

Purchase Suggestions and Gifts

The Library will be responsive to public suggestions of titles and subjects to be included in the library collection when these requests meet selection criteria. Remaining requests may be met through resource sharing with other libraries (Interlibrary Loan), electronic delivery, or other means when feasible.

Gifts of materials may be accepted with the understanding that the same standards of selection are applied to gifts as to materials acquired by purchase, and that any gifts may be passed on to Friends of the Lopez Island Library or discarded at LILD's discretion.



Resource Sharing

To better serve the needs of the community and extend the size and scope of the collection, the Library will participate in resource sharing with other libraries whenever possible. An example of this is providing free interlibrary loan for items not available in the collection (when possible). We also participate in digital consortium agreements such as the Washington Digital Library Consortium (WDLC).

Intellectual Freedom

The LILD neither encourages nor discourages any particular viewpoint. No library materials that meet the LILD's selection criteria shall be excluded or removed because of the origin, background, or views of the author or those contributing to its creation. Selection of materials does not mean endorsement of the content, or the views expressed in those materials. Not all materials will be suitable for all members of the community.

The library collection will be organized and maintained to facilitate access. There will be no prejudicial labeling or alteration of materials because of controversy surrounding the author or the subject matter. No library materials will be sequestered except for the express purpose of protecting them from damage or theft.

LILD promotes and defends the principles of intellectual freedom based on the First Amendment of the U.S. Constitution. The Supreme Court and other courts have held conclusively that there is a First Amendment right to receive information as a corollary to the right to speak. While anyone is free to reject for themselves materials of which they do not approve, they cannot exercise this right of censorship to restrict the freedom of others to read or inquire.

Parents and guardians have the responsibility and right to guide their own minor children's use of the library and its resources and services. LILD does not stand in loco parentis (that is, in place of a parent, or charged with a parent's rights, duties and responsibilities).

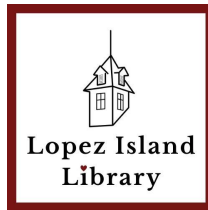
LILD's goal is to make available resources encompassing a diversity of views and opinions. To support this goal, Lopez Island Library Board of Trustees has adopted the following documents from the American Library Association and the Washington Library Association:

Library Bill of Rights

Freedom to Read Statement

Freedom to View

Diverse and Inclusive Collections: An interpretation of the Library Bill of Rights



Access to Library Resources and Services for Minors

WLA Statement: Intellectual Freedom and the Freedom to Read

WLA Statement: Diverse Collections

Reconsideration of Materials

The Library recognizes the right of individuals to express their opinions about materials in the library collection. The Library will give serious consideration to each patron's concerns. Materials under consideration will remain on the shelf and available to patrons until a decision is made. Any patron questioning resources in the library collection may ask the library staff about such materials. Staff members will make every effort to reach resolution of the patron's concerns through discussion.

In the event that no resolution is reached, the patron will be offered a packet of materials that includes the library's collection development policy, a reconsideration form, and the ALA's Library Bill of Rights. If desired, the patron may submit the fully completed reconsideration form to the director for review. Because LILD adheres to the First Amendment rights of freedom of speech and the corollary right to receive information, a formal reconsideration of materials will review whether the material was selected in accordance with the Collection Development Policy, and whether it is shelved (located) in the most appropriate section of the library.

Collection Maintenance

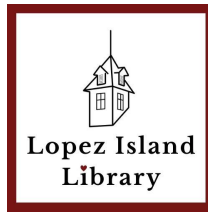
The Library will continually develop the collection by adding and removing resources to maintain a collection of current interest and usefulness to the Lopez Island community. LILD does not serve an archival function.

In addition to Selection Criteria, the following factors will be used to determine when an item should be removed or replaced:

- Condition of the item
- Recent and anticipated usage of the item
- Particular local interest
- Current or historical significance of author or subject
- Availability of updated material in the subject area
- Availability to patrons in another format (such as large print or electronic resources)

Disposal of Library Materials

In order to maintain a collection that best serves the community, the Library must periodically withdraw library materials (books, magazines, DVDs, CDs, etc.) from the collection for a variety of reasons, according to library best practices.



Library materials will be disposed of according to the following priorities:

1. By making them available at no charge to local organizations or individuals, if the materials are in good condition and of practical use or interest.
2. By reusing the materials for art and craft projects.
3. By recycling paper and other recyclable products.
4. By discarding as waste any materials that cannot be otherwise reused or recycled.

LILD will make a good faith effort to implement this policy in a fair and consistent manner. The Director will establish administrative procedures necessary to implement this policy.