



Destin Library

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DESTIN LIBRARY MATERIAL SELECTION AND COLLECTION DEVELOPMENT POLICY

Introduction

Libraries serve a significant role in preserving the integrity and freedom inherent in the Constitution of the United States and the Bill of Rights. They provide a unique educational and societal role by protecting the rights of individuals in a democracy to access ideas, words, books, cultural media, and the arts. Accordingly, library collections must represent the diversity of people and ideas in our society.

The context and basis for the Destin Library's Material Selection and Collection Development Policy (the "Policy") are shaped in part by the American Library Association's definition of Intellectual Freedom as "the right of every individual to both seek and receive information from all points of view without restriction." Furthermore, The American Library Association's Library Bill of Rights and The Freedom to Read Statement, attached hereto as Exhibits "A" and "B," respectively, are endorsed by the Destin Library and are integral parts of the Policy. The inclusion of an item in the Destin Library's collection does not constitute an endorsement of content by the Destin Library or the City of Destin.

Objectives

The purpose of the Policy is to provide all individuals in the community with carefully selected books and other materials to aid in the pursuit of education, information, research, pleasure, and the creative use of leisure time.

Destin Library staff uses the Policy in the selection of materials and to acquaint the community with the principles of selection.

The Policy will be reviewed and revised as needed.

Responsibility for Selection

The ultimate responsibility for the selection of library materials rests with the library director who operates within the framework of the policies determined by the City of Destin. Library staff may be tasked with selecting materials; however, the library director has the authority to reject or select any item contrary to the recommendations of the staff.

Criteria for Selection

1. The main points considered in the selection of materials are:
 - a. individual merit of each item based on artistic worth, originality of work, the suitability of the content, and contribution to the Destin Library's collection
 - b. meets the needs and interest of the community
 - c. popular appeal and demand
 - d. suitability or need of material for the community
 - e. existing library holdings
 - f. representation of diverse points of view
 - g. the relevance of the information to immediate social conditions or issues
 - h. representation of important movements, subjects, genres, or trends
 - i. material currency and accuracy, and
 - j. constraints imposed by availability, space, budget, and format.
2. Reviews are a significant source of information about new materials. The primary sources of reviews used for collection development are Booklist, Library Journal, Kirkus, and other authoritative review sources.
3. The lack of a review or an unfavorable review shall not be the sole reason for rejecting a title that is in demand. Consideration is, therefore, given to requests from library patrons and books discussed on public media. Materials are judged on the whole work, not on a part taken out of context.
4. No resource shall be excluded because of the race, nationality, gender, sexual orientation, age, or the social, political, or religious views of the authors.
5. Teen and young adult resources are selected to meet the informational, educational, cultural, and recreational needs of older children, generally defined as 12 to 18 years of age. In selecting resources for teens and young adults, consideration is given to information, diversity, incidents, and characterizations that reflect the adolescent experience and to highlight topics of interest and concern. Much contemporary teen and young adult material deals frankly with current social issues and may include controversial language. The value and impact of such content are examined as a whole because the significance of an entire work often transcends isolated words, phrases, or incidents.
6. Children's resources are selected to meet the informational, educational, cultural, and recreational needs of children, generally defined as newborns to 12 years of age. In selecting materials for children, consideration is given to originality, accuracy, imagination, graphic design, vocabulary, content, diversity, and format to the age of the reader.

Interlibrary Loan

Destin Library is a member of the Okaloosa County Public Library Cooperative (OCPLC). The OCPLC consists of six city libraries, Crestview, Destin, Fort Walton Beach, Mary Esther, Niceville, and Valparaiso, that share resources and materials, to provide information services to all in the Okaloosa County community.

Interlibrary Loan (ILL) allows the Destin Library to obtain materials from libraries outside of the OCPLC network to meet a patron's needs. A patron may request an interlibrary loan whenever material is not available from any of the OCPLC member libraries.

The ILL service is accessible to all patrons holding a valid adult OCPLC member library card in good standing. A patron can request two items at one time if the publication date is at least six months old. Due to demand, ILL requests for new materials may not be fulfilled. Some items may require a shipping fee, which the patron will be responsible for paying if the request is placed. Patrons are notified in advance of shipping charges.

Due dates and renewals for ILL items are at the discretion of the lending library. Patrons who wish to request a renewal should contact the technical services librarian before the due date, but renewals are not guaranteed. All ILL materials must be picked up and returned to the Destin Library. ILL materials may take anywhere from 2-6 weeks to be received, and highly specialized materials may take longer. The lending library also sets the value of the item if it is lost or damaged, which could be several hundred dollars. Items borrowed via Interlibrary Loan are subject to recall at any time by the lender.

Gifts and Donations

The Destin Library accepts gifts of books and other materials ("Donated Materials") with the understanding that they will be added to the collection only if appropriate and needed. Acceptance of Donated Materials does not guarantee that the Donated Materials will be maintained for any length of time or added to the collection. If the Donated Materials are not desired for the collection, the library director may dispose of the Donated Materials as he/she sees fit. The same criteria of selection which are applied to purchased materials are used with gifts and donations. The Library has the right to discard any donations that are in poor physical condition (e.g., brittle paper, water or mildew damage, torn or missing pages). By law, the Library is not allowed to appraise the value of donated materials, though it can provide an acknowledgment of receipt of the items if requested by the donor.

Memorial books with suitable bookplates can be arranged for inclusion in the Destin Library's collection. Specific titles may be requested if the titles meet the criteria of the Policy and subject to the approval of the library director.

Weeding

The Destin Library maintains a current, attractive, and useful collection through a continual weeding process. Materials that no longer meet the objectives of the Destin Library (including items that have become damaged or obsolete) will be systematically withdrawn according to the accepted professional practices described in the

publication, CREW: A Weeding Manual for Modern Libraries. Replacement of worn volumes is dependent upon current demand, usefulness, more recent acquisitions, and availability of newer editions. The library director oversees this ongoing process of weeding. Withdrawn materials will be handled in a similar manner and under the same authority as donated materials.

Potential Problems or Challenges

The Destin Library recognizes that some materials are controversial and that any given item may offend some patrons. Selection of materials will not be made on the anticipated approval or disapproval of patrons but rather the principles stated in this Policy and its attached Exhibits, including providing equitable access of information, as it is key to having an informed populace.

The Destin Library takes very seriously all concerns expressed by patrons and attempts to respond as quickly as possible. The Destin Library will consider patron concerns or objections to resources in its collections when they are submitted in writing on the Statement of Concern form. The library director will recommend to the Destin City Manager whether to keep the item in the collection in its current location, move it to a different location within the Library, or remove the item from the collection. The Destin City Manager shall have final decision-making authority on this matter. As a matter of policy, no challenged resource which conforms to this Policy shall be removed from the Destin Library except by order of a court of competent jurisdiction.

The Destin Library supports all members of its community, having access to materials that celebrate and educate about their histories and their futures. The Destin Library is not responsible for the content of material read by minors. That responsibility rests with the minor's parents or legal guardians.

The selection of library materials will not be inhibited by the possibility that materials may come into the possession of minors. 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 damage or theft.