

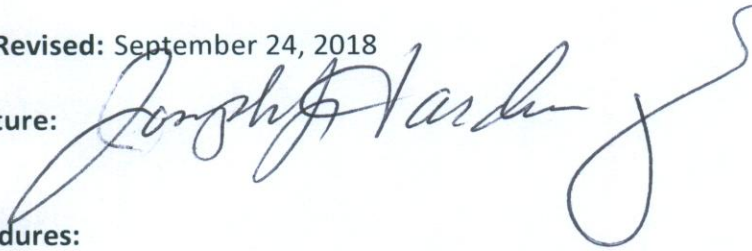
Kent County Public Library Materials Selection Policy

Policy: The Kent County Public Library endeavors to provide materials and services to meet the recreational, informational and educational needs of Kent County residents. The Library provides a welcoming environment in which visitors of all ages can experience lifelong learning, personal enrichment and connection with each other. The Kent County Public Library and the Kent County Board of Library Trustees affirm the principles of intellectual freedom adopted by the American Library Association through the Library Bill of Rights, Freedom to Read, and Freedom to View documents.[see appendices]

Library materials are selected on the basis of quality of content and community interest to represent a wide range of information, views, and ideas. The Library recognizes the diversity of community interests, and materials are purchased to serve a wide variety of needs and desires. The Library affirms and supports its patrons' freedom and responsibility to choose materials for themselves according to their needs, wants, and beliefs. The Library will not restrict patrons' freedom to read, listen, or view materials. The Library does not assume parental responsibility for children's use of library materials.

Date Revised: September 24, 2018

Signature:



Procedures:

Authority

The Kent County Board of Library Trustees delegates to the Library Director the authority to interpret and guide the application of this collection development policy. The Director may authorize other qualified staff members to apply this policy in building library collections. While it is the responsibility of Library staff to select and deselect materials, it is recognized that limitations of budget, space, and knowledge may exist, and suggestions from community members are welcome. However, final decisions rest with the Director based on the needs of the community and collection.

Criteria for Selection

General criteria for selecting library materials are listed below. An item does not need to meet all criteria in order to be selected.

- Public demand, interest or need
- Contemporary significance, popular interest, or permanent value
- Reviews
- Authority and competence of the author, creator, or publisher
- Relation to existing collections
- Local interest

Selection criteria apply equally to all formats of library materials. Materials are selected if they are suitable, meaningful, and relevant to the collection and as budget and space permit.

Collection Maintenance

Materials within the Library collection are routinely assessed. Items may be withdrawn if they contain outdated or inaccurate information, if unnecessary duplicates exist, if they are seldom used, or if they are worn or badly damaged. Space, replacement cost, and quality of the collection are factors in these decisions.

Gifts

The Library may accept gifts of materials, or money for the purchase of materials, from individuals and organizations. Donations of books and other materials are accepted with the understanding that they will not necessarily be added to the collection. Donated materials will be evaluated by the same selection standards employed for the purchase of new materials. If the material is not added to the collection, the Library reserves the right to discard, sell, or give it to another institution or to the Friends of the Kent County Public Library.

Reconsideration of Library Materials

The Library welcomes citizens' expressions of opinions concerning materials purchased or removed due to deselection procedures. Visitors may request materials be re-evaluated by completing a Request for Reconsideration of Library Materials form. This form when complete will be reviewed, and all requests will receive a reply.

Appendices:

- A. [Library Bill of Rights](#)
- B. [Freedom to Read](#)
- C. [Freedom to View](#)
- D. [Maryland State Board of Education Resolution 1981-3A June 24, 1981](#)
- E. [Request for Reconsideration of Library Materials](#)