

Woodward Memorial Library Non-Print Collection Policy

PURPOSE AND SELECTION PROCESS

This non-print collection development policy for the Woodward Memorial Library is a guide for the library staff in the selection, acquisition, and discarding of non-print materials. Non-print materials that may be included in the holdings of the Woodward Memorial Library are audio books, recorded music, video games, digital video discs (DVD), and combined media kits. The Library will make available a variety of non-print materials in formats for different age levels and interests. As new non-print formats are developed or requested, they will be given consideration for addition to the collection.

The library acquires, makes available, and encourages the use of non-print materials to serve the general information, educational, and recreational needs of the Le Roy community. While the library may offer some duplication of material available through rental outlets, the collection strives to complement, rather than to compete with, local video rental stores. Materials in all genres and subjects will be collected as long as the subject treatment is deemed suitable to the non-print format. Every effort will be made to represent all sides of a subject/topic. Information on ratings and content annotations will be available for patron view.

The Woodward Memorial Library endorses the Library Bill of Rights and asserts the fundamentals of intellectual freedom. No subject matter will be excluded as long as the material meets the other criteria listed in the Materials Selection Policy.

The Library Director will coordinate the selection, acquisition, and discarding of materials within the non-print collection. Patron suggestions for the addition of materials, which are supported by an acceptable level of quality are important and will be considered during the collection development process. Gifts added to the collection must meet the same standards required for the purchase of new items.

WEEDING CRITERIA

Weeding of non-print materials from the collection will be based on the following factors:

1. Usage pattern.
2. Physical playing condition.
3. Accuracy of information.

This Board adopts and declares that it will adhere to and support The Freedom to View Statement adopted by the American Library Association.

Approved-Board of Trustees-4/03
Revised-8/06
Reviewed-11/11
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