

Collection Development Policy

(Adopted 3/25/2014; Revised 4/27/2022)

The Library Board of Trustees believes that it is desirable and in the public interest that the Public Library provide books and audiovisual materials which represent the widest diversity of views and expression.

1. Library materials will be selected for values of interest, information, recreation and enlightenment of all the people of the community.
2. In no instance will any material be excluded because of the age, gender, sexuality or any other protected characteristic of the creator. It is the obligation of Harborfields Public Library to provide material presenting all points of views concerning the problems and issues of our time – international, national and local.
3. Material of sound factual authority will not be removed from the Library shelves because of partisan or doctrinal disapproval.
4. All material will be judged as a whole. No work will be judged for exclusion by taking single passages out of context and basing condemnation of that material on those limited passages.
5. This Board believes that censorship is an individual matter and declares that while anyone is free to reject materials of which one does not approve; one cannot exercise this right of censorship to restrict the freedom of others to read, listen, or view materials.
6. This Board supports the principles of the American Library Association's (ALA), *Freedom to Read*, and *Freedom to View* statements.

Criteria for Selection

The library's collections are built to meet the needs and interests of the community. The objective of the Library's selection is to collect those books and other library materials that will inform, entertain and contribute to the enrichment of mind and spirit. Each librarian seeks to provide a balanced collection, and selections are based on critical review sources; the current usefulness, relevance or permanent value of the material; and the material's relation to the existing collection. No one factor, however, will be determinative of whether a material meets the Library's selection criteria, but rather, the material will be judged as a whole and in its relevant context.

Responsibility for Selection

Ultimate responsibility for materials selection rests with the Library Director, who operates within the framework of policies determined by the Library Board. Staff members and library users are encouraged to participate by suggesting titles for possible purchase.

Reconsideration

Anyone wishing to make a request for reconsideration of a selected material may do so by filling out the form "Request for Reconsideration of a Library Material" (available at the Reference desk). The Library Director will consider the request and a response will be made, in writing, within 15 business days following the Director's receipt of the request. If the requestor wishes to appeal the Director's decision, an appeal may be made, in writing or via email (info@harborfieldslibrary.org) to the Board of Trustees, whose determination will be final.