

MATERIALS SELECTION POLICY

PHILOSOPHY:

The mission of the Moffat Library of Washingtonville is to provide materials and services to help school district residents obtain information meeting their educational and recreational needs. Special emphasis is placed on supporting students at all academic levels and on stimulating young children's interests and appreciation for reading and learning.

REGULATIONS:

In carrying out the above-mentioned objectives, these factors are taken into consideration:

1. Needs of all age groups
2. Flexibility to meet and satisfy new and changing community interests and needs
3. Budget limitations
4. Availability of materials in other libraries in nearby communities through Interlibrary Loan

Authority and Responsibility

The authority and responsibility for the selection of library materials are delegated to the library director and, under his or her direction, to the professional staff who are qualified for this activity.

Criteria for Selection

Each type of material must be considered in terms of its own excellence and the audience for whom it is intended. Reviews in professionally recognized periodicals are a primary source for materials selection. Standard bibliographies, booklists by recognized authorities and the advice of competent people in specific subject areas also will be used.

Weeding

An up-to-date, attractive, and useful collection is maintained by retaining or replacing essential materials, and removing, on a systematic and continuous basis, those works that are worn, out dated, or no longer in demand.

Reconsideration Procedures

The choice of library materials by users is an individual matter. Responsibility for the reading and viewing materials of children and adolescents rests with their parents or legal guardians. Selection of materials, therefore, is not influenced by the possibility that children may obtain materials which some parents might consider inappropriate.

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The library supports intellectual freedom and has adopted the following statements as policy: ALA *Freedom to Read Statement* (see **Appendix**); ALA *Library Bill of Rights* (see **Appendix**); and the *Freedom to View Statement* of the American Film and Video Association (see **Appendix**). Requests for reconsideration shall be made in writing and given to the library director (See **Appendix** for *Patron Request Form for Reconsideration of a Work*). Appeals are directed to the Library Board of Trustees for final decision.

Adopted October 23, 1996
Moffat Library Board of Trustees