



Collection Development Policy

Mission Statement

To encourage the love of reading, provide access to reliable information, support the pursuit of knowledge, promote life-long learning for all citizens of Robeson County and contribute to the economic vitality of the county itself.

Collection Philosophy

A democracy relies on an informed citizenry, and the public library has an integral role in achieving that goal. Robeson County Public Library provides an impartial environment in which individuals and their interests are brought together with ideas and information spanning the spectrum of knowledge and opinions. The Library upholds the right of the individual to secure information, even though the content may be controversial, unorthodox, or unacceptable to others. Available materials are meant to present a diversity of viewpoints, enabling citizens to make informed choices.

Robeson County Public Library endorses the following American Library Association Statements:

- Library Bill of Rights (see Appendix A)
- Freedom to Read (see Appendix B)
- Freedom to View (see Appendix C)

The library collections are comprised primarily of popular materials directed toward the general public; an effort is made to have the most current information available. The collection contains information on a variety of subjects and views, and is organized to provide unrestricted access within the limitations of space and budget. All RCPL materials are intended for public use and, with the exception of designated genealogy or reference collections, all materials are available for checkout.

Collection Responsibility

The Library Director has ultimate authority for the collections. The director shares this responsibility with staff members who are qualified because of education and/or experience.

Selection of Materials

Robeson County Public Library's collection provides a wide range of literary, cultural, educational, informational and recreational materials for people of all ages. Collections include popular and in-demand materials in a variety of print, audiovisual, and electronic formats.

The library takes no sides on public issues, and does not attempt to promote any beliefs or points of view, nor does it endorse the opinions expressed in the materials held. The library recognizes its responsibility to provide materials representing various points of view, within the limitations of space, budget, and availability to enable people to make their own decisions.

The same evaluation criteria will be used to add and remove all materials from the collection. An item need not meet all criteria in order to be acceptable.

- Relevance to community needs
- Public demand and interest
- Current or long-term significance
- Evaluation of critics and reviewers
- Established authority of author, creator or publisher
- Accuracy and timeliness
- Underrepresented or unique perspective of an issue
- Relationship to existing collection
- Price, format, and ease of use.

Demand is a valid factor in book selection. Materials selected for this service will be of popular interest and high demand or of significant current interest, not always enduring value.

Movies which are rated "X" will not be included in the Library's collection.

In most cases, the Library will not purchase or accept as gifts self-published materials that are not reviewed in established review journals.

Collection Maintenance

The Library has an obligation to maintain a current collection that reflects the needs and interests of the community. Designated staff shall review items in the collection on an ongoing basis to ensure that they continue to meet patrons' needs. Worn, damaged, and outdated materials will be removed from the collection on a regular basis. Materials may be withdrawn if they are unused or superseded by a new edition or a more authoritative work on the same subject. Other evaluation criteria are listed in the Selection of Materials section. Materials will not be removed solely because of pressure or demand. Withdrawn materials will be disposed of in the manner deemed most appropriate for that item, including sale by the Friends of the Library, distribution to other libraries or community service organizations, or recycling.

Gifts and Donations

When the Library receives a monetary donation for the purchase of materials, selection is made in accordance with this Collection Development Policy.

Robeson County Public Library accepts donations of materials, including works by local authors, for consideration as additions to its collections. Upon receipt, all donations become property of the Library, to be used or disposed of in accordance with Library policies. The Library reserves the right to use any donation as it sees fit. Donated materials are subject to the same selection criteria as all other library materials.

The Library does not return, nor does it track the status of, donations. The Library shall not accept donations with special conditions or restrictions imposed by the donor.

Suggestions of specific titles or subjects are welcomed when memorial or honor donations are given, but the final decision, based on the library collection, rests with the Library. The Library will send an acknowledgement of the memorial to the donor and an announcement of the donation to the family of the person memorialized. The amount of the donation will not be disclosed.

Items not added to the collections are generally given to the Friends of the Library for sale at fundraisers to support the library. Upon request, RCPL will provide the donor a receipt, but will not appraise the value of donated items. While all donations are appreciated, some may not be appropriate for the Library and may be referred to an alternative recipient.

Donors wishing to give more than \$1,000 are urged to consult the Director of the Library about possible uses of the funds. The Board of Trustees must approve other gifts of personal property, art objects, portraits, antiques and other museum objects with values exceeding \$1,000.

Reconsideration of Materials

Collection development decisions are based on the merit of the work as it relates to the Library's mission and its ability to meet the needs and interest of the community; decisions are not made based on any anticipated approval or disapproval of the material. The inclusion of an item in the collection in no way represents an endorsement of its contents.

The Library recognizes that many materials may be controversial and that any given item may offend some. Only individuals can determine what is most appropriate for their needs and can define what material or information is consistent with their personal or family values. Individuals can apply those values to the use of library materials for themselves. While anyone is free to personally reject materials of which he or she does not approve, he or she may not exercise censorship to restrict the freedom of others.

Responsibility for materials selected, read, or viewed by children and adolescents rests with their parents or legal guardians, not with library staff. Selection decisions are not influenced by the possibility that materials may be accessible to minors. Materials are not labeled to show approval or disapproval or to indicate certain philosophies.

No challenged materials will be removed from the Library's collection except upon the recommendation of the Library Director or upon formal action of the Robeson County Public Library Board of Trustees when a recommendation of the Library Director is appealed.

Comments from members of the public about the collection frequently provide the Library with useful information about interests or needs that may not be adequately met by existing resources. If a member of the community questions the place of an item in the collection, the Library Director or another librarian may meet with the individual to discuss the concern. If a complaint cannot be resolved informally, the individual will be asked to fill out and return a written and signed Request for Reconsideration Form. Objections to particular language or point of view cannot be used as justification for the exclusion of materials.

In the absence of a fully completed form, there is no formal complaint and no further action will be taken. Upon receiving a fully completed Request for Reconsideration Form, the Library Director shall establish a staff review committee to investigate the complaint. The questioned material will be reviewed, and assessed as a complete work, and the patron will receive a written response to their concern. If the patron is dissatisfied with the resolution, he or she may appeal to the Library Board of Trustees. The Library Board will reconsider the decision based on whether or not the particular work conforms to the Collection Development Policy and offer a final decision.

Approved by the Robeson County Public Library Board of Trustees

Approved: January 20, 2016

Revised: