

## **Collection Development Policy for Cary Memorial Library**

**Cary Memorial Library Mission Statement:** To engage, inform, and enrich everyone who enters by providing a welcoming space for books, collections, programs and activities that encourage the enjoyment of discovery and lifelong learning.

Reflecting its core mission, the Cary Memorial Library is a recreational and educational center for Wayne area residents. The library endeavors to offer a balanced, useful and up-to-date collection. Acquired materials may be contemporary materials that have a permanent value but will also include materials for current enjoyment, even though interest may fade.

The choice of library materials by users is an individual matter. The library supports intellectual freedom and endorses the ALA Library Bill of Rights. (see attachments) Parents and legal guardians are responsible for materials used by their children and adolescents. Requests for reconsideration may be made only by a registered patron using the reconsideration form (see attachment) to be determined by the Board of Trustees.

### **Selection:**

Selection is the decision to add, retain, or delete material as part of the library's resource collection.

### **Guidelines for selection:**

- \*The needs of the community
- \*Reputation of the author or illustrator
- \*The material relates to the existing collection and other materials on that subject
- \*The material is important as a record of the times.
- \*Literary merit
  
- \*Budgetary and space limitations
- \*Reviews in professional literature or patron request
- \*The material reflects local Wayne authors, topics or connections.
- \*Suitability of the format, accuracy of the material, appropriate reading level and treatment of the subject for intended audience

### **Criteria for Materials Selection:**

Adult Materials: Provide recreational reading, including both non-fiction and fiction

Teen Materials: Provide recreational materials

Children's Materials: Provide recreational and educational materials at all stages of development

Periodicals: Provide a variety of magazines lines reflecting a variety of interests

A-V: Provide audiobooks and DVDs for adults and children (physical copies)

Electronic: Provide downloadable eBooks and audiobooks via subscription

Special Collections: Provide a Maine Collection, with authors or topics of Maine interest, including materials relating to the town of Wayne.

## **Selection Policy**

\*Every effort will be made to procure library materials through vendors who are part of the Maine State Library's discount program before using other vendors

\*The Librarian is responsible for the selection of materials using the framework of selection criteria

\*The Librarian will use current review media and reliable selection aids. Selection aids such as Notable Book lists chosen by ALA, National Book Award lists, Pulitzer Prize lists and published lists of bestsellers. Non-book acquisitions are added using the same professional reviewing aids.

\*Suggestions from patrons will be encouraged; requested items will be purchased or procured on inter-library loan

\*Donated materials may be added to the collection with the understanding that they may also be added to the booksale or discarded. The library cannot affix a value to gifts but can provide a receipt.

\*The library collection will be weeded on an on-going basis, as part of good maintenance. CREW standards (Continuous Review Evaluation and Weeding) and MUSTIE guidelines, found on the Maine State Library's Weeding page, can be used for reference.

<https://www.maine.gov/msl/about/policies/collect/weeding.htm>

## **Requests for Reconsideration/Challenged Materials**

Dues paying members of the WLA who have strong objection to any library materials must be made in writing using the attached Challenge Form. Examination and reconsideration of materials will be determined by the Librarian and Trustees within 30 days after form is received.

The CML subscribes to the provisions of the Library Bill of Rights and the Freedom to Read Statement as adopted by the American Library Association. These documents are considered a part of this policy. All individuals have the right to choose which library materials they will use. However, no one has the right to restrict the freedom of others to read whatever they wish. No book or other material in question is automatically removed from the collection because of an objection to it.

Attachments:

Challenge Form:

[Cary Memorial Library Request for Consideration Form](#)

Library Bill of Rights and Freedom to Read Statement

<http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/LBOR%20%26%20FTR%20Statement.pdf>

Adopted by the CML Board of Trustees April 27, 2020