

**MARPLE PUBLIC LIBRARY**  
**COLLECTION DEVELOPMENT POLICY**

The Marple Public Library provides access to informational and recreational materials in support of its role as the Public Library of Marple Township in the Delaware County Library System.

The purpose of the Marple Public Library Collection Development Policy is to guide the library staff and to inform the public of selection criteria.

**OBJECTIVES OF THE LIBRARY**

The objectives of the Marple Public Library are set forth in its Mission Statement:

*The mission of the Marple Public Library is to provide a wide range of timely materials and services to enrich the lives of the Marple community. Special emphasis is placed on:*

- *Meeting demands for books and materials in a variety of formats*
- *Fostering enjoyment of reading and lifelong learning by children and adults*
- *Providing personal, educational and work-related information*
- *Keeping abreast of advancing technology*

In fulfilling its mission, the Marple Public Library upholds the principles of freedom of expression and the public's right to know.

The Marple Public Library selects, acquires, organizes and makes available print and other materials within the limitations of space and budget.

**RESPONSIBILITY FOR MATERIALS SELECTION AND DESELECTION**

The Library Board delegates responsibility for material selection and deselection to the Library Director. Actual selection rests with the Library Director and other librarians as professionals trained in the process. Suggestions from staff members and the general public are welcome and will be given serious consideration.

**CRITERIA FOR SELECTION**

Library materials include, but are not limited to, print and non-print materials such as books, magazines, newspapers, CDs, and DVDs.

Authoritative review sources are consulted by the professional librarians as an aid in selection. Within standards of purpose and quality, the Marple Public Library's collection will be built to meet the needs and interests of the community.

Materials are evaluated as a whole, and not on the basis of a particular passage or passages. A work will not be excluded from the Marple Public Library's collection because of frankness of expression, or the race, nationality, political, sexual orientation or religious views of the author.

A simple standard cannot be applied to each potential item for selection. Some of the following factors must be considered:

- . Purpose
- . Scope
- . Audience
- . Artistic merit
- . Timeliness
- . Authority and credibility of the author and/or publisher
- . Subject matter
- . Comparison with similar works
- . Price
- . Value in meeting collection needs
- . Demand by the public
- . Format
- . Readability (e.g. print size, white space, etc.)
- . Illustrations, graphs, etc.
- . Binding

Duplication of titles is determined by popularity, importance of the book, and budget. Inter-library loan is used to obtain materials which are not available in the Marple Public Library collection.

The Marple Public Library maintains separate areas for adult, children and young adult materials and selects materials accordingly. Responsibility for the reading or viewing of materials by children rests with the parents or legal guardian.

In the selection of reference material, the availability of resources available on the Internet will be taken into consideration.

The Marple Public Library does not advocate the ideas found in its collection. The presence of a book or other material does not constitute an endorsement of its contents by the Marple Public Library. No material is marked or identified to show approval of its content.

No challenged book or other library material shall be removed from the Marple Public Library except under a court order.

### **RE-EVALUATION OF LIBRARY MATERIALS**

Anyone feeling strongly about the inclusion or exclusion of materials in the Marple Public Library can complete a "Marple Public Library Reconsideration Form", which is available at the Reference Desk or on the Marple Public Library website. The request for reconsideration of library material will be reviewed by the Library Director and the Board of Directors. A response will be given within thirty days. (See Appendix A).

### **THE LIBRARY BILL OF RIGHTS AND THE FREEDOM TO READ**

In its selection of books and other materials, the Marple Public Library endorses the principles adopted by the American Library Association in its Library Bill of Rights (see Appendix B) and Freedom to Read Statement (see Appendix C).

It is the function and duty of the public library to provide the means, whenever possible, through which all persons may have free access to all sides of an issue. The Board of Directors endorses the right to read as an integral intellectual freedom, basic to democracy.

### **SPECIALIZED MATERIALS**

Providing textbooks and curriculum materials is generally held to be the responsibility of the schools. The Marple Public Library does not attempt to acquire textbooks or other curriculum related materials except as such materials also serve the general public.

Professional and technical works will be acquired only to the extent that they are useful to the layman.

### **LOCAL INTEREST**

The Marple Public Library recognizes a particular interest in local and state history, and in the works of local authors. The Marple Public Library will apply the same standards of selection to the works of local authors as it does to other books and materials.

### **MAINTAINING THE COLLECTION**

With the exception of local history, systematic withdrawal of lost, damaged, worn or out-dated materials is expected. Weeding is a continuous process which takes place throughout the year as managed by the Library Director. Specific sections are evaluated in-depth on a designated schedule.

## **GIFTS AND DONATIONS OF MATERIALS**

Offers of gift materials are judged on the same basis as purchased materials. They are considered with the explicit understanding that such factors as duplication, lack of community interest, processing costs or inadequate shelf space may prevent their addition to the collection or permanent retention on the shelves. Gifts are accepted with the understanding that the Marple Public Library, if it cannot use them, may dispose of them as it sees fit. See General Operating Policy Section V.

## **DISCLAIMER**

The Marple Public Library provides links to access various electronic resources (including but not limited to websites and streaming services such as Hoopla and Roku). The Marple Public Library has not participated in the development of these other sites or services and does not have any editorial or other control over these sites or services. Any link from the Marple Public Library's website to another website is not an endorsement from the Marple Public Library.

## **REVIEW OF POLICY**

This policy will be revised as times and circumstances require.

## **ATTACHMENTS**

Appendix A - Citizen's Request Form for Re-evaluation of  
Library Materials

Appendix B - Library Bill of Rights

Appendix C - Freedom to Read Statement

Approved 1/22/96  
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