

# **COLLECTION DEVELOPMENT POLICY**

## *Prairie-River Library District*

### **Preface**

The Prairie-River Library District is comprised of small-town libraries in Nez Perce, Idaho and Lewis counties and is a partner in the Valnet consortium, sharing resources and technology with libraries in north central Idaho and south east Washington. The purpose of the Prairie-River Library District is to provide appropriate materials, resources, and staff to meet the informational, educational, and recreational needs of the patron. Toward that end, the staff of the Prairie-River Library District will endeavor to provide prompt, friendly service with courtesy and respect to all.

### **Introduction**

In accordance with Idaho Code 33-2720, the ultimate authority for collection development rests with the Prairie-River Library District Board of Trustees through its role of setting and interpreting policy. The responsibility for materials selection and de-selection lies with the professional staff of the district. Local needs and interests determine which materials are selected. Multiple copies of popular items are purchased to fulfill demand. Reference materials are housed primarily at the headquarters library.

### **Selection Criteria**

Reviews in professional journals are used in the selection process and sought whenever possible. As a guide to selecting quality material, reputable lists, such as those sponsored by the American Library Association, are periodically checked to determine whether the material in question is of appropriate nature for the collection. However, lack of a review or an unfavorable review is not sufficient reason for rejecting a title, which is in demand. Materials purchased for the collection are not an endorsement by the Prairie-River Library District of either the content or viewpoint presented in them.

The following general criteria are used to evaluate potential purchases and gifts:

1. Authority and reliability:
  - a) The authors' qualifications and other published works;
  - b) Reliability and reputation of the publisher.
2. Opinions of critics, reviewers, staff members and the public:
  - a) Relevance to district/community needs and interests;
  - b) Local/State Interest:
    - i. Authors;
    - ii. History;
    - iii. Geography/travel.
3. Cost to acquire and maintain the material.
4. Date of publication; permanence and timeliness.
5. Availability of information regionally (Valnet) or electronically.

6. Special features:
  - a) Indexes, bibliographies;
  - b) Illustrations;
  - c) Charts, maps, diagrams, photographic material.
7. Artistic merit, literary value, or recognized award recipient.
8. Representing various viewpoints, cultures and interests.
9. Value in relation to current holdings; available shelving.
10. The basic principles of the Library Bill of Rights, Freedom to Read and Freedom to View statements adopted by the American Library Association shall be supported.
11. Patron/staff suggestions for materials selection will be taken into consideration within the parameters of the Collection Development Policy, budget and physical space.

#### **Maintenance of Collection**

The de-selection and replacement of materials is an ongoing process and decisions are based on keeping the collection viable and useful.

De-selection criteria include:

- a) Condition;
- b) Space limitations;
- c) Accuracy;
- d) Relevance;
- e) Popularity.

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