HIGHLAND PARK PUBLIC LIBRARY

Policy 202                  Materials Selection Policy

Purpose  To advise the Library staff and to inform the public regarding the principles that
guide the purchase and withdrawal of Library materials.

1. Introduction
   The Highland Park Public Library strives to provide a wide range of materials, in a
   variety of formats within the limitations of budget and space, which meet the diverse
   educational, information, cultural, recreational, and entertainment needs of the
   community. Materials of acknowledged cultural importance, such as major works of
   literature are included in the basic collection. The Library's collection includes materials
   that meet the community's needs for information about a wide range of topics, including
   materials that may be viewed as controversial by some members of the community.

2. Highland Park Public Library Policy
   In adding materials that will enrich the collection and maintain its overall balance, the
   Library is guided by a sense of responsibility to both the present and the future. Criteria
   for selection includes such factors as literary merit, accuracy of the information
   contained, artistic and technical quality, presentation of a viewpoint, timeliness, value to
   the existing collection, cost, and format. Only materials that are viewed as of interest to
   the community will be considered.

   Materials shall not be excluded because of race, nationality, ethnicity, gender, sexual
   orientation, or political or religious beliefs of an author or contributor to a work, nor shall
   materials be proscribed or removed from the collection because of doctrinal or partisan
   disapproval.

   The Library does not restrict the use of any portion of its collection based on the age of a
   user. Decisions relating to a child's choice of materials are solely the responsibility of the
   child's family and will not be enforced by the Library.

3. Selection Responsibility
   Final responsibility for selection rests with the Executive Director and the professional
   staff of the Library. The Executive Director may delegate authority to interpret and guide
   the application of this policy to members of the Library staff in making day-to-day
   selections.

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