

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 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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