

# Collection Development

## **Introduction**

Dallas Public Library's collection development policy serves our library's mission as the place in our community that people turn to for the discovery of ideas, the joy of reading, and the power of information. Community needs drive our services and we take a personal interest in ensuring that they are delivered in a welcoming, convenient, and responsive manner.

As a popular materials library, it is the goal of Dallas Public Library to provide free and equitable access to a high quality collection of information resources in a variety of formats, reflective of the diversity of the community. Materials available in the library present a diversity of viewpoints, enabling the community to make informed choices. Dallas Public Library endorses the principals documented in the *Library Bill of Rights* and *Freedom to Read Statement*, and the *Freedom to View Statement* of the American Library Association.

## **Responsibility for Selection and Collection Maintenance**

Primary responsibility for selection of materials lies with the Library Manager/Director, and may be delegated to qualified staff. Selection is based on a number of criteria.

## **Selection Criteria**

All materials are considered according to the criteria listed below. An item need not meet all of these standards in order to be added to the collection. Items are considered according to:

- Popular interest
- Contemporary significance
- Currency of information
- Local emphasis
- Relationship to other materials and coverage of subject area
- Professional reviews from a variety of sources
- Format and ease of use
- Cost and availability
- Availability and demand for copies in the library cooperative system
- Physical condition
- Space limitations
- Clarity and accuracy of content and competence of author
- Artistic, literary, historic, or scientific merit

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## **Patron Suggestions and Donations**

Patrons may request the Dallas Public Library to consider purchase of any item for its collection, and their suggestions will be considered according to the library's selection criteria.

Donations are gladly accepted by the library with the understanding that they will be subject to the same criteria as purchased items. Donations that cannot be added to the library collection may be passed on to the Friends of the Dallas Public Library for their biennial book sale.

## **Replacement and Maintenance**

In order to maintain a collection that supports the community's interests and needs, the library will regularly remove items from the collection that are outdated, worn, damaged, or no longer in demand. This process is not automatic, and each item is given individual consideration according to the criteria listed in this policy.

## **Access**

The Dallas Public Library is committed to providing a diverse collection incorporating various viewpoints on multiple subjects. The library seeks to offer a wide selection of genres, themes, and items of special interest to the community to serve the community's needs and interests. To maintain a diverse collection, library materials shall not be excluded on a basis of political, social, or religious views of the author or artist. Library resources are for use by all members of the Dallas community. Patrons are free to select or reject for themselves or their own children any item in the collection. Responsibility for a child's selection or reading rests solely with their parent or guardian. This policy expresses the library's commitment to intellectual freedom.