Scenic Regional Library
Collection Development Policy

Community

Scenic Regional Library serves the residents of Franklin, Gasconade, Warren, and Crawford counties. It has nine branches that serve a growing population that is increasingly diverse in age, race, ethnicity, culture, education, socioeconomic level and lifestyle.

Collection Philosophy

Within the constraints of its budget, the Library selects a diverse range of materials in a variety of formats to support the informational, educational, cultural and recreational needs of the population it serves. The Library provides a general collection of circulating materials embracing broad areas of knowledge, literature, and genres. Purchases are made to represent as many sides of current political, social, and cultural issues as possible. Included are works of enduring value and timely materials on contemporary issues. Collections are reviewed and revised on an ongoing basis to meet the needs of our community.

The Library upholds the rights of each individual to privately read, listen to, and view the full range of published thought and ideas. The Library considers reading, listening, and viewing to be individual, private matters. Full, confidential, and unrestricted access to information is essential for patrons to exercise their constitutional rights. Libraries have a public and professional obligation to provide equal access to all library resources for all library users. While anyone is free to select or reject materials for themselves or for those who are legally under their care, it is important for library users to understand that the Library does not serve in place of the parents (in loco parentis) when it comes to access to library materials. Only parents and guardians have the right and responsibility to guide and direct the reading, listening, and viewing choices of their own minor children.

Responsibility for Selection of Materials

The Scenic Regional Library Board of Trustees has delegated the collection responsibility to the Library Director, who, in turn, delegates these duties to the Collection Development Manager.

Collection Development

All Library materials are part of one collection, which is physically distributed among the nine branches or accessible electronically via the Library's website. Print materials in the collection include books, newspapers, and magazines. Audiovisual materials include audiobooks, music CDs, DVDs, and microfilm. The Library also provides access to digital materials which can be viewed online, downloaded, or streamed.

Selections are made to provide a broad, popular, and relevant collection. Material selection is based on awareness of community interests and concerns, national and international issues and events, publishing trends, societal trends, reviews in popular and professional periodicals, vendor

recommendations, patron requests, and the professional judgment of selectors regarding the material's value to the Library's collection. Materials are evaluated as complete works and not on the basis of a particular passage. Selection of materials by the Library does not constitute endorsement of the material's content or the views expressed. Some digital formats such as Hoopla or Freegal are purchased as a total collection and, therefore, items cannot be selected individually.

No materials that meet the Library selection criteria will be excluded because of the origin, background, or views of those contributing to its creation. The Library strives to purchase materials presenting a variety of viewpoints. Factors considered when adding specific material to the Library collection include, but are not limited to: community needs, local demand, reviews in professionally recognized sources, timeliness and/or significance of the subject, cost, contribution to diversity, depth or breadth of collection, objectivity, and support of the Library's mission.

The Library collection is organized, marked, and maintained to help people find the materials they want. The Library does not support the labeling, sequestering, or alteration of materials because of controversy surrounding the author or viewpoint on the subject matter.

Materials are placed in the collection based on age appropriateness. Age appropriateness is determined by the publisher's intended audience, vendor recommendations, professional reviews, and the library community/consortium standards.

Age ranges for library collections are as follows:

- Juvenile: Ages 0-11
- Young Adult: Ages 12-18
- Adult: Ages 18+

Subsequently, the library collections are split into the following shelving locations:

- "E" (Board Books, Picture Books, Easy Reader) intended for ages 0-5.
- "J" (Chapter Books, Juvenile Fiction, Nonfiction, Music CDs, DVDs, Books on CD) intended for ages 6-11.
- "YA" (Young Adult, Fiction, Nonfiction, Books on CD) intended for ages 12-18.

Patrons are not limited by these age recommendations. All patrons are welcome to checkout any materials in the Library's collection.

As stated previously the Library does not serve in place of the parents (in loco parentis) when it comes to access to Library materials. Only parents and guardians have the right and responsibility to guide and direct the reading, listening, and viewing choices of their own minor children. Library cards are issued to minors (ages 0-17) only with the parents signed permission to allow the minor to check out materials from any library collection. Library cards will not be issued to minors whose parents do not give permission for their child to have full and unrestricted access.

Patron suggestions for purchase are always welcome, especially if they don't believe that a certain viewpoint or subject has been adequately represented in the Library's collection. However, the submission of a request does not guarantee its purchase. Some items are not selected for purchase for a variety of reasons, including but not limited to the material being highly specialized and/or obscure and more suited for an academic or research library, the item being out of print, cost, a format the Library does not use, or the item does not meet the needs of the collection.

The Library participates in resource sharing with other institutions through its interlibrary loan service and the Missouri Evergreen consortium. Items not selected for purchase will be requested from another library through interlibrary loan if available. Materials borrowed through interlibrary loan do not necessarily adhere to the criteria outlined in the library's Collection Development Policy.

Collection Maintenance

The Library's collection is a living, changing entity, much like the community it serves. Ongoing evaluation of materials is necessary in order to maintain a current, accurate and appealing collection. As items are added, others are reviewed for their ongoing value and sometimes removed from the collection. This process improves the accessibility of remaining materials, enhances the appearance of the collection, and helps improve the overall circulation of materials. Great care is taken to retain or replace items that have enduring value to the community. Decisions are influenced by patterns of use, condition of the materials, and the capacity of each location. The Library does not sanction the removal of material based upon any controversy.

The Library does not automatically replace discarded, lost, or withdrawn items. The need for replacement in each case is based on the existence of adequate coverage of the subject, the timeliness of the title, the demand for the title, and the availability of an item. The collection is not archival and is reviewed and revised on an ongoing basis.

Donations

Monies donated for collection development will be spent at the Library's discretion, based on Library designated needs.

Books, magazines, and audiovisual material donated to any branch in the system become the property of the system as a whole. Donations are not necessarily added to the collection and they follow the same guidelines as purchased materials in regard to selection, placement, and reevaluation. Donations not added to the collections are given to the various Friends groups for their public sales, which benefit library programs and services. The Library does not evaluate or appraise gift materials for tax or other purposes.

Reconsideration of Materials, Programs, and Displays

There may be occasions when a patron is concerned about a particular item, program, or display in the Library. A patron, for reconsideration purposes, is defined as anyone who lives within the

legal service area, has a non-resident card, or a reciprocal card. If a patron wishes the Library to reconsider the inclusion of any item, program, or display, a Request for Reconsideration form is available at all Library locations. This form must be completed in its entirety and returned to the Library. There will be one request for consideration per form.

The Library Board has delegated responsibility of reconsideration to a committee consisting of the Library's professional staff. The item, program, or display being reconsidered will remain available to the public during this process. The decision of the committee will be sent to the patron in writing by the Library Director and recorded in the Library Board's meeting minutes, which are archived on the library's website.

The committee will not meet to discuss a Request for Reconsideration for any item, program, or display that has already been considered within the past year. However, the patron will still receive a letter from the Library Director restating the committee's previous determination.

Areas where items are shelved with the following designations are considered to contain materials predominately for minors: "E", "J", "YA". All other areas of the library are considered to contain materials for the general public. The library's sections are primarily intended to improve access and facilitate browsing, not shield minors from mature content.

Reconsideration requests are considered a "library record", the disclosure of which is prohibited by RSMO 182.817. Therefore, identifying information will be redacted from the published results.

As stated above, materials are evaluated as complete works and not on the basis of a particular passage. A work will not be excluded from the Library's collection solely because it represents a particular aspect of life, because of frankness of expression, or because it is controversial. An exception to this is if the work has the dominant purpose of appealing to prurient interests or is legally obscene. Obscenity is established by the Miller test which is a standard established by the decision in *Miller v. California*.

The Miller test for obscenity includes the following three criteria: (1) whether 'the average person, applying contemporary community standards' would find that the work, when 'taken as a whole,' appeals to 'prurient interest' (2) whether the work depicts or describes, in a patently offensive way, sexual conduct specifically defined by the applicable state law, and (3) whether the work, 'taken as a whole,' lacks serious literary, artistic, political, or scientific value. All three criteria must be met for the work to be considered obscene. This determination is to be made by a jury or judge acting as fact finder.

To determine if material is harmful to minors, there is the "Serious Values Test" established in *Ginsberg v. New York*. This test parallels the Miller test asking the same three questions, but it's considered in the context of offensiveness and serious value for minors. It is important to note that the court held that determination must be made in the context of whether the material would be harmful to the oldest of minors.

Courts have held that the First Amendment provides a right to receive information and that a public library is considered a limited or designated public forum. In *Sund v. City of Wichita Falls, Texas*, the Court determined that if removal of material is based on content, the governmental entity must establish that the removal of materials meets strict scrutiny. The Strict Scrutiny Test is defined as 1) the removal having a compelling community interest; 2) the reason for removal is narrowly tailored to achieve a compelling interest; 3) removal is the least restrictive means to achieve the goal. If there isn't a compelling interest to remove an item but it is moved to another location, that may be deemed unconstitutional. This would limit the ability of those interested in the materials from freely browsing and finding the material they wanted.

Intellectual Freedom

All materials selected under this policy are protected by the First Amendment of the United States Constitution. The Library subscribes to the principles embodied in the Missouri Public Library Standards, the Library Bill of Rights, the Freedom to Read Statement, and the Freedom to View Statement adopted by the American Library Association. Collection development and management decisions are based on the merit of the work as it relates to the Library's mission and its ability to meet the needs and interests of the community. Decisions on material selection are not based on anticipated disapproval by individual members of the community.

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