

## **Selection Policy**

The Craftsbury Public Library subscribes fully to the "Library Bill of Rights" and the "Freedom to Read" statements of the American Library Association and to the "Freedom to View" statement of the Educational Film Library Association as well as the American Library Association's interpretation of the Library Bill of Rights pertaining to Access of Electronic Information, Services and Networks.

Materials will be selected on the basis of high quality in content, expression and form, accuracy and authoritativeness, the significance of the subject matter to the community, current usefulness, interest, permanent value, and the relationship to the balance of the existing collection. The Library Director is responsible for book ordering, and consults professional reviews, standard lists of basic works, and recommendations from professional library journals.

The Director bases her/his choices on a continual study of the needs of the community, newborn through senior citizens, considers requests from patrons and studies the availability of materials within the community, its schools, nearby libraries and inter-library loans.

Not all criteria must be met in order for materials to be considered for purchase.

## **Withdrawals from the Collection**

The Library Director will be responsible for the maintenance of the collection, including withdrawals. Each will be considered individually based on:

- use of the item;
- the availability of rarely used materials from other sources;
- the currency and accuracy of information, particularly in books of science and technology;
- the book's place in the collection as a whole.

## **Request for Withdrawal of Materials**

A reader's complaint is to be treated with courtesy, respect and promptness. She/he is asked to complete a Reconsideration Form, which is to be submitted to the board of trustees. The board and the librarian will then re-examine the material, and answer the complaint, in writing, with reasons cited from the library policy statements. Should the patron disagree with the decision, he/she may request a public hearing with the Board of Trustees.