

Grand Rapids Area Library

7 COLLECTION DEVELOPMENT

The Library's efforts in obtaining, developing access to, and withdrawing materials will be focused on fulfilling the Library's purpose and mission as defined in Section 3 of this policy. The Library Director will establish selection guidelines for the use of staff.

7.1 Statement of Collection Scope

The Grand Rapids Area Library Board of Trustees acknowledges the Library's responsibility, as a reference and referral library of the State of Minnesota, to provide materials to meet the varied information needs of the public it serves and to fill at least 95% of all information and title requests from locally available resources.

7.2 Inclusiveness

The Library collection shall include representative materials of all races and nationalities, and all political, religious, economic and social views. The collection will be carefully developed in order that a full range of opinion on controversial issues will be represented and that the needs of special groups will be balanced with general demand.

7.3 Collection focus

The collection will be focused on currently useful materials. Specialized research materials will be made available through participation in the Arrowhead Regional Library System and other statewide programs.

7.4 Currency of materials

In order to keep the collection current procedures be implemented to weed five percent (5%) of the collection yearly.

7.5 Donations

Donations of books and other materials will be accepted without condition. Materials must meet established Selection Guidelines if they are to be added to the collection. Disposal of materials not selected for inclusion in the collection will be treated as surplus as indicated in Board Resolution 2002-09 as exhibited in Appendix D

7.6 Responsibility for collection development

The Director is ultimately responsible for the selection of materials to implement the purpose, mission and policies of the Library and its Board of Directors.