



BASALT REGIONAL LIBRARY DISTRICT MATERIALS COLLECTION POLICY

It is the policy of the Basalt Regional Library District (BRLD) to provide a diverse collection to meet the interests, backgrounds, cultural heritages, social values, and needs of everyone in our community in order to achieve an informed citizenry. Inclusion in the collection does not constitute endorsement of any particular viewpoint. Further, 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. Selection of materials is to be flexible and responsive to the changing needs and interests of our community. We will use data, community feedback, and our expertise in order to create the best collection of materials possible for the users of the library.

MATERIALS SELECTION:

Authority for selection of materials is delegated by the Board of Trustees to the Executive Director, who further delegates responsibility to the collection managers.

Library materials include, but are not limited to, print (e.g. books, magazines, newspapers), non-print (e.g. audiobooks, CDs, DVDs, Playaways), and electronic formats (e.g. databases, ebooks, e-audiobooks), as well as non-traditional items (e.g. camping equipment, telescopes, sewing machines).

Selectors choose materials to reflect varying levels of entertainment, education, reading levels, age levels, interests, differing social and religious customs, and languages. The collection offers users a variety of formats, viewpoints, and subjects.

Although BRLD attempts to provide material on every subject and grade level, no attempt is made to match the collection to a particular curriculum. BRLD may serve as a limited, supplementary source to meet the educational needs of students. BRLD does not purchase textbooks. Library materials are selected for the general reader rather than the specialist.

GENERAL SELECTION CRITERIA:

General criteria considered in selecting materials include:

- Popularity and/or anticipated demand by patrons,
- How the item adds to the depth, breadth, and balance of the collection in meeting the needs of the community,
- Quality as reflected by published reviews of the item,
- Significance and value to the collection,
- Qualifications of author or producer,
- Suitability of subject and style for intended audience,
- Suitability and quality of format,
- Currency or timeliness of material,
- Attention given to the item by the media,
- Budget and price of the material,
- Availability of similar materials in other libraries or through inter-library loan, and
- Technical quality of non-book materials.

SELECTION CRITERIA FOR NON-PRINT FORMATS:

General selection criteria considered for print and non-print materials apply to library-of-things materials as well. In addition, the following criteria are considered:

- Safety for staff and community members,
- Compatibility with hardware and equipment,
- Ease of use,
- Frequency of updates,
- Remote access capability,
- Authority of sources,
- Usability, durability, ease of repair by staff, and
- Pricing and availability compared with equivalent print resources.

In selection, consideration is given to the work as a whole. Materials need not meet all of the above criteria and materials are not to be excluded solely on any one of the following:

- Race, religion, nationality, gender, sexual orientation, or political views of an author,
- Frankness or coarseness of content,
- Controversial nature of an item,
- Endorsement or disapproval of an item by an individual or organization, and
- The possibility that the materials may inadvertently come into the possession of children.

PURCHASE SUGGESTIONS:

We encourage users of our library to participate in the collection development process so we can build a collection that accurately reflects the needs and interests of the community. All suggestions will be reviewed using the criteria outlined above. For items not purchased, residents will have the option to request them through BRLD's Interlibrary Loan service, if the title is available at another library.

COLLECTION MAINTENANCE:

Criteria for deselection:

Obsolescence

- Material contains inaccurate or outdated information;
- New editions of this item have been published;
- Material no longer conforms to Material Selection Policy (i.e. VHS tapes, etc.).

Frequency of Use

- Circulation records or in-house statistics indicate lack of use. In addition to frequency of use, consideration may be given to such factors as archival significance.

Duplication

- Multiple copies are no longer heavily circulated or used, or information contained is readily available in another source owned by BRLD.

Condition

- Material is damaged or worn and no longer suitable for circulation; availability and need will determine replacement.

Newer editions

- Previous editions of annual publications are not retained unless the older material serves a definite research purpose for the community.

Reference materials

- These items are subject to the same review process for deselection as all other items in the collection.

Historical materials

Policy reviewed: February 2023, January 2025

Policy approved: April 2015, May 2023, April 2025

- Material of historical nature will be maintained in the collection when it provides needed information relevant to the library, its mission, and its services; and when library staff have the expertise and environment to preserve the material.

Periodicals

- Periodical subscriptions are subject to annual review by the professional staff.

Materials will be removed from the collection in accordance with accepted professional practices.

Library items withdrawn from BRLD's collections may be:

- Offered to the BRLD Friends of the Library bookstore.
- Sent to resellers which benefit state library consortia.
- Donated.
- Recycled or thrown away.

MATERIAL DONATIONS:

For information on donating items to the collection, see the BRLD Donations & Gifts Policy

REQUEST FOR RECONSIDERATION:

Any resident of the Roaring Fork Valley has the right to request reconsideration of any portion of this Materials Collection Policy or how BRLD implements this policy. Appeals to this policy or reconsideration of its implementation may be submitted via the Request for Reconsideration form.