

COLLECTION DEVELOPMENT POLICY

The Johnson Creek Public Library attempts to provide a general collection of reliable material for both children and adults covering all fields of knowledge. Variations in educational level, reading ability and reading interests are taken into consideration.

Materials selected will include a variety of formats in both print and non-print. Books, both hardbound and paperback; magazines, newspapers, and pamphlets are examples of the print materials selected. Non-print materials will include compact discs; DVDs and Blu-rays; and video games.

While major emphasis is placed on the educational and informational services provided by the Johnson Creek Public Library, the demand for recreational reading materials is also recognized. Therefore, the Library shall maintain a well-stocked collection of fiction titles, written by classic as well as contemporary authors. These titles will be in a variety of formats, print and non-print.

Membership in the Bridges Library System makes resources available to residents of the Johnson Creek area through interlibrary loan. Since this process provides access to seldom requested materials, the Johnson Creek Public Library will concentrate its collection development on materials likely to provide information and enlightenment, and be of interest, to all people of the community.

Ultimate responsibility for selection of books and other library materials will be the duty of the Library Director. Such selection will be in compliance with the goals and objectives listed in the Johnson Creek Public Library's Mission Statement. Staff members are encouraged to recommend materials for purchase. Patron requests and needs should also be considered when making selections. In addition, the Director will use such selection aids as standard lists and catalogs; professional periodicals and reviews; book publisher catalogs; and library awards and prizes.

Criteria for Selection

1. Materials chosen for purchase will help to implement the Mission Statement of the Johnson Creek Public Library.
2. Involved in the choice of materials will be the experience and knowledge of the library personnel, their familiarity with the community, its needs, demands, and other library resources.
3. All selections, both purchased and gifts, must meet at least some of the following criteria:
 - A. Appeal to the interests and needs of individuals in the community.
 - B. Appropriateness and permanent value to the collection
 - C. Vitality and originality of thought.
 - D. Timeliness and importance for contemporary society.
 - E. Artistic presentation.
 - F. Attention to critics, reviewers, and the public.
 - G. Accuracy and objectivity.
 - H. Format, size, readable print, quality of paper and binding.
 - I. Skill, competence and purpose of the author.
 - J. Reputation of the publisher/producer.
 - K. Popular demand, such as titles on best seller lists.
 - L. Technical quality in the selection of non-print material.
 - M. Cost of material.

GIFTS

The same criteria used in the selection of materials for purchase shall be used to evaluate materials donated as gifts. The Library will accept gifts of books and other materials on the condition that their disposition is left to the discretion of the Library Director. The Library reserves the right to decide the conditions of display, housing and access to the materials. Memorial gifts of books, or gifts of money to be used for books, will have a suitable bookplate placed in the book. Gifts of money, land, stock, etc. will be accepted if the conditions attached are acceptable to the Johnson Creek Library Board as specified in Wisconsin State Statute 43.58.

WITHDRAWAL OF MATERIALS

Library materials are withdrawn throughout the year. Material is removed from the library collection if it is dated, inaccurate, unused, or in poor condition. Materials are withdrawn to keep the collection current and useful.

Controversial Materials

The Johnson Creek Public Library recognizes that some materials are controversial and that any given item may offend some patrons. However, no work will be excluded from the collection only because it may offend. Materials will not be excluded because of the race, nationality, social, political, or religious views of the author. Furthermore, materials on controversial issues will be selected so as to present differing

points of view. In a literary work of established quality, the use of profanity or the treatment of sex is not adequate reason for eliminating the material from the collection. Exclusion from the collection for a book shall not be determined by taking single passages out of context and basing condemnation of the book on such lifted passages.

RECONSIDERATION PROCEDURE

When a patron objects to a particular selection the objection shall be made in writing on the Request for Materials Consideration form. The complainant shall submit the completed and signed form to the Library Director. The Director shall submit the form to the president of the library board, who will appoint a committee to re-evaluate the materials in question and make recommendations concerning the materials. The materials in question will not be removed from the collection until the committee has made its recommendation. The complete library board will meet to take action on the committee's recommendation. The decision of the Library Board is final. Implicit throughout the entire review process is the necessity to treat the patron's request with respect and understanding.

Approved July 12, 1994
Revised July 20, 2016
Johnson Creek Library Board of Trustees