

Schuylkill Valley Community Library Collection Development Policy

- I. The Schuylkill Valley Community Library (SVCL) serves five municipalities: the Boroughs of Leesport and Centerport and the Townships of Bern, Centre, and Ontelaunee.
 - A. The area, which is also served by the Schuylkill Valley School District, is rural and suburban, including small farming communities.
 - B. Our service area has a population of over 14,700 people, which includes all age groups, educational levels, and economic strata.
- II. The SVCL supplies resources for recreational, educational, and informational purposes in the form of books, periodicals, audio books, DVDs, CDs, and online databases.
 - A. Every effort will be made to meet all user needs.
 - B. Special requests will be met through use of our Integrated Library System, Access PA or the District Center.
- III. Responsibility for Selection

Authority for selection of materials is delegated by the board of trustees to the library director who is guided in his/her selection by standard professional resources.
- IV. Selection
 - A. Selection of materials, whether they are purchased or donated, is based on the community needs and is dependent upon space, budget and availability.
 - B. Since the library operates with limited funds, it must emphasize standard materials and strive for a balanced collection, with the needs of the general reader foremost in mind.
 - C. Necessary to the collection are:
 1. Reference materials to support adult interests and needs
 2. Reference materials to supplement the public and homeschooling curricula
 3. Adult nonfiction of a general nature
 4. Children's nonfiction to support learning and childhood interest, public and homeschooling curricula
 5. Popular fiction, including current best-sellers
 6. Popular children's fiction, including audio books and read-along packages
 7. Large print materials for the visually impaired
 8. DVDs: children's and adult classics, quality non-fiction, and popular current movies
 9. Audio books
 10. Music CDs
 11. General interest periodicals on varied subjects

- D. Criteria for materials acquisition include:
 - 1. Individual merit
 - 2. Popular appeal/patron demand
 - 3. Local interest
 - 4. Suitability of material for patron base
 - 5. Existing library holdings
 - 6. Cost and budgetary constraints
- E. The librarian is guided in selection by consulting reputable, unbiased, professionally prepared aids, such as Booklist.
- F. The library is open to patrons' suggestions of books for purchase, keeping in mind selection criteria.
- G. Priorities and Limitations
 - 1. General and popular works for both children and adults are given priority in acquisitions.
- V. Gifts and Donations
 - A. It is the policy of the library to accept materials with the understanding that they will be subject to established selection criteria.
 - B. Materials in good condition not found suitable for the library will be sold at the Friends of the Schuylkill Valley Community Library sale and proceeds used for the benefit of the library.
 - C. The following items will not be accepted:
 - 1. Materials in poor or moldy condition
 - 2. Encyclopedias
 - 3. Textbooks
 - 4. Readers Digest Condensed books
 - 5. Magazines
 - 6. VHS tapes
- VI. Withdrawal of Materials

In order to maintain the quality of the collection, obsolete and unused books are removed on a regular basis in accordance with the guidelines in "CREW: A Weeding Manual for Modern Libraries."

 - A. Criteria To Consider For Removal Of An Item
 - 1. Obsolescence/insufficient use
 - 2. Physical condition
 - 3. Number of copies
 - 4. Coverage of the subject by other materials
 - 5. Value to the total collection
 - 6. Insufficient space
 - 7. Availability in Berks County libraries
- VII. Reconsideration
 - A. The SVCL supports the precepts expressed in the "Library Bill of Rights", the "Freedom to Read", and the "Freedom to View" statements from the American Library Association.
 - B. Comments from the public about library materials are always welcome.
 - C. However, the library staff will be governed by this policy in making additions to or withdrawing items from the collections.
 - D. Users who request reconsideration of library materials will be asked to make the request in writing by completing the "Citizen's Request Form for

Reevaluation of Schuylkill Valley Community Library Materials”.

- E. All such requests will be reviewed by the librarian with the board of trustees.
- F. All requests will be answered in writing by the President of the board.
- G. In the event that the party requesting the review is not satisfied with the board's decision, she/he may request a hearing before members of the library board at a regularly scheduled meeting.
- H. The library board may vote to uphold or override their previous decision.

Solomon Lausch, President

Kathy Gerber-Fegely, Secretary

Revised May 2017