

Category: Materials
Policy Number: 601
Title: Selection, Acquisition and Purchase of Materials

Guidelines and Procedures:

1. The library subscribes to the “Statements on Intellectual Freedom” adopted by the Canadian Library Association as put forth in Appendix H.
2. The responsibility for the selection and ordering of materials is delegated to the Library Manager who will take recommendations from the Board as well as requests made by patrons.
3. Materials for purchase are considered on the basis of several factors:
 - overall purpose
 - timeliness
 - importance of subject matter
 - quality of production
 - readability and appeal
 - authoritativeness
 - reputation of publisher
 - reputation of author/artist/composer/producer
 - format and price
4. In selecting materials for purchase, the Library Manager shall evaluate the existing collection and consult reputable, unbiased, professionally prepared selection aids and/or examine the material.
5. Selections are made on the basis of content without regard to the author's race, nationality, political or religious views. If a patron objects to a library material, he shall fill out a Request for Reconsideration of Library Materials form, (Appendix I) and submit it to the Library Manager, before the material will be reconsidered by the Library Board.
6. The library accepts responsibility for securing information beyond its own resources by borrowing materials which it does not own, and which cannot be purchased, or for which the demand does not justify purchase.

Reviewed May 14, 2022

Policy #601
Selection, Acquisition of Materials