

## Collection Development Policy:

The Mission of the Pearle L Crawford Memorial Library is to provide members of our diverse community with equal access to traditional and electronic media, programs, and exhibits that will encourage lifelong learning, expand cultural horizons, facilitate research, and inspire curiosity. Maintaining a collection of current materials with a broad scope of topics of interest is one way in which the Library fulfills this mission.

The Pearle L Crawford Memorial Library endorses the Library Bill of Rights and Freedom to Read statements of the American Library Association, available at [ala.org](http://ala.org)

The staff of the Pearle L Crawford Memorial Library use a variety of resources to make selections for the collection, including but not limited to professional journals, media outlets, online resources, and publisher catalogs. Selection of materials is based on usefulness, quality, popularity, authority of presentation, presentation of varying views, cost, and availability of materials from other sources within the CW MARS consortium. Materials are selected on the basis of the work as a whole and are not excluded because of isolated passages or frankness of expression. No book or library material shall be excluded because of race, nationality or the political or social views of the author.

The Library welcomes requests for purchase of materials, however, it is to be understood that such requests will be subject to the same criteria for selection as other considered materials.

The library collection is regularly weeded due to limited space and the changing needs of the community. Criteria for discarding an item from the collection include lack of use, condition, and acquisition of newer materials to replace outdated items. The library follows the CW MARS guidelines pertaining to removal of "last copies" within the system.

The library does not restrict access to materials on the basis of age. The responsibility for guiding and directing the reading, listening, and viewing choices of children lies with the parents or guardians of those children.

Any patron objecting to the inclusion of an item in the collections of the Pearle L Crawford Memorial Library may make a formal request for removal in writing by completing the following form. All requests will be reviewed by the Library Director who will make a decision within forty-five days. The Library Board of Trustees will be informed of all challenges to materials.

## **Request for removal of library materials**

The Pearle L Crawford Memorial Library does not promote particular religious beliefs or political views or other opinions. Instead, it strives to be a resource for various opinions and viewpoints. Language, content, situations, subjects or opinions do not disqualify material from being included in the collection.

Please fill out this form if you have a concern over library materials.

Title of the item(s) \_\_\_\_\_

Author(s) \_\_\_\_\_

Format \_\_\_\_\_

Please list your reasons for filing this request. Please be as specific as possible, citing pages or parts as appropriate. (You may attach pages to this form if needed.)

How did you become aware of this material?

Please suggest alternative resources that could provide similar information on this topic to the community - in its place, what material of equal or better quality on this subject would you recommend?

Your name \_\_\_\_\_

Your phone number \_\_\_\_\_

Your address \_\_\_\_\_

Have you read the entire book? Or watched the entire video? \_\_\_\_\_

Action Taken by the Library:

Date \_\_\_\_\_

Authorized \_\_\_\_\_

The library will only entertain challenges from residents of Dudley who have read/watched the *entire* item. The library must actually own the materials being challenged.