

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

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 is committed to maintaining a collection that reflects human creativity, knowledge, and expertise. As such, the Library does not intentionally purchase, acquire, or accept donations of materials that are primarily generated, authored, or narrated by artificial intelligence (AI). This policy ensures that the Library upholds the quality and authenticity of our collection and standards on intellectual integrity for our community.

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discarding an item from the collection include lack of use, condition, and acquisition of newer materials to replace outdated items.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.

Approved by the Board of Trustees of the Pearle L. Crawford Memorial Library on August 26, 2014. Revised October 2026

Request for Removal of Library Materials

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

Please complete this form if you have a concern regarding materials in the library's collection.

Section 1: Material Information

Title of Item(s): _____

Author(s): _____

Format: _____

Section 2: Reason for Request

1. Please explain your reasons for submitting this request. Be as specific as possible, citing pages or sections as appropriate. You may attach additional pages if necessary.

2. How did you become aware of this material?

3. Please suggest alternative resources that could provide similar information on this topic to the community. What material of equal or better quality would you recommend as a replacement?

Section 3: Requestor Information

Name: _____

Phone Number: _____

Address: _____

Have you read or listened to the entire book or watched the entire video?

☐ Yes ☐ No

Section 4: Library Use Only

Action Taken by the Library:

Date: _____

Authorized By: _____

Important Information

The library will only consider requests for removal submitted by residents of Dudley who have read, listened to, or viewed the **entire item** being challenged.

The material being challenged must be owned by the Pearle L. Crawford Memorial Library.

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