

# Proposed Development Policy Changes to Sections II-2 and II-3 of the Campbell County Public Library Collection Development Policy

## Section II-2 Selection Guidelines – Revised 2023

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The selection of any material for the Library's collection does not constitute an endorsement of its contents. The Library recognizes that many materials are controversial and that any given item may offend some patrons. Decisions are not made on the basis of any anticipated approval or disapproval, but solely on the merits of the work in relation to the building of the collection and to serving the interest of patrons. The Library strives to provide a balanced view on controversial subjects by selecting sources portraying all sides of an issue.

### Development Plan

The primary goal of collection development is to provide materials (i.e. books, audio recordings, DVDs, electronic, etc.) that meet the educational, informational, and recreational needs of the community. To meet these goals the Library:

- strives to provide a broad range of materials to meet the varied interests and tastes of all patrons.
- strives to provide a balanced collection.
- evaluates patron requests through reviews, or knowledge and popularity of the author or title. Patron requests are given serious consideration and added to the collection as warranted and as budget allows.
- strives to use dependable distributors to ensure replacement opportunities.
- purchases multiple copies of popular titles where patron demand warrants and as budget allows.

Please Note: Any additional goals specific to a genre will be listed under Development Plans for that genre.

### **Influencing Factors**

Patron demand and interest level dictate a strong collection of library materials. Purchases and buying patterns are determined in large part by:

- durability
- reputable distributors
- patron requests
- circulation statistics
- budget constraints
- shelf space
- new works
- present and potential relevance to the community

Please Note: Any additional factors specific to a genre will be listed under Influencing Factors for that genre.

## **Tools**

Tools used include professional journals, trade journals, subject bibliographies, publishers' catalogs and promotional materials, reviews from reputable sources, lists of recommended titles, and sales representatives for specific materials. Interlibrary loan (ILL) activity and purchase suggestions from patrons are also an important source.

Standard bibliographic and review sources generally include the following: Booklist, Horn Book, Kirkus Reviews, Library Journal, Publishers Weekly, School Library Journal, VOYA, Public Library Catalog, Middle School and Junior High School Catalog, Children's Catalog, Elementary School Library Catalog and magazines on specific subjects. Online reviews are also used.

## **Criteria**

Criteria used include literary merit, enduring value, accuracy, authoritativeness, social significance, importance of subject matter to the collection, timeliness, popular demand, cost, scarcity of material on the subject and availability elsewhere, quality and suitability of the format, and space. Other considerations may be applicable in specific subject areas. Selectors should choose materials that will build a well-rounded collection which includes all viewpoints and opinions, and which meets patrons' needs. Librarians may use reasonable judgment in the selection of titles not specifically identified in the genre collections.

## **Policy for Protecting Children from Harmful, Sexually Explicit Material in Areas Designated for Minors**

It shall be the goal of the Campbell County Public Library System, through its collections policies in areas designated for minors, to meet the educational, informational, and recreational needs of the community, especially its children. In curating its collection in the children's and young adult sections for the benefit of the community, the Campbell County Public Library System takes seriously its obligation to not include ~~obscene or sex acts~~ or sexually explicit or graphic materials within the children and young adult sections that would be harmful to minors or impede their development.

The term "sex act" or "sexual activity" is defined as any of the following:

1. Penetration of the penis into the vagina or anus.
2. Contact between the mouth and genitalia or mouth and anus or by contact between the genitalia of one person or the genitalia or anus of another person.
3. Contact between the finger, hand, or other body part of one person or the genitalia or anus of another person, except in the course of examination or treatment by a person medically licensed.
4. Ejaculation or orgasm.
5. By use of artificial sex organs or substitutes therefore in contact with genitalia or anus.
6. The touching of another person's genitals or anus with a finger, hand, or artificial sex organ or other similar device at the direction of another person.

To improve the experience of our community's children in the Library and conform the entirety of the Library's collections in the children's and young adult sections to the standards established by the Library Board and requirements of the Children's Internet Protection Act (CIPA) set forth at 20 U.S.C. § 9134 and 47 U.S.C. § 254:

- (1) The library director shall ensure that, in developing the Library's collections for minors, no materials added to the children's and young adult sections of the library's collections shall include (a) any picture, photograph, drawing, sculpture, motion picture film, videocassette, or other visual representation of a person or portion of the human body which depicts nudity or sexual conduct, sexual excitement, sexual battery, bestiality, or sadomasochistic abuse, which ~~is obscene or~~ exhibits sex acts as previously defined or which is otherwise harmful to minors as defined by CIPA; or (b) any book, pamphlet, magazine, printed matter, or sound recording, however reproduced, which contains explicit or detailed descriptions or narrative accounts of sexual excitement or sexual conduct which ~~is obscene or~~ exhibits sex acts as previously defined or otherwise harmful to minors as defined by CIPA.

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- (2) The sole exception to this policy is that the library director may curate constitutionally protected materials of the type identified in paragraph (1) above for bona fide research by adults but must ensure that such materials are not accessible to minors. The library director shall ensure that all such materials are kept in such a way as to prevent access by children.
- (3) The library director shall report to the Library Board regularly, but no less often than once every six months, regarding the Library's compliance with this policy.

### **Section II-3 Weeding/Retention - Revised 2023**

#### **Weeding**

Weeding, or the intelligent discarding of library materials, is inseparable from collection development. To maintain an up-to-date, useful collection, worn and obsolete materials are continuously weeded. Materials may also be withdrawn if they are little used or superseded by a new edition or have a better work on the same subject come available. Depth and breadth of varying degrees are desirable in various areas of the collection. The Collection Development Policy serves as a guide for weeding and maintaining the collection and for the selection of materials.

Titles are withdrawn from the collection through systematic weeding or because of loss or physical damage. Materials which are withdrawn because of loss or damage are reported to the appropriate manager who decides whether the item should be replaced using the same criteria as for selection. Other factors applicable when deciding on replacements include the number of copies of a title the Library owns, the availability of newer materials on the subject, the importance of the work in its subject area, its listing in standard bibliographies, and its cost.

Systematic evaluation and weeding of the collection is required to keep the collection responsive to patrons' needs, to insure its vitality and usefulness to the community, and to make room for newer materials. Library collections

should be reassessed for relevancy and currency in accordance with the specific individual material statements.

Weeding identifies damaged items, ephemeral materials which are no longer used, out-of-date materials, extra copies which are not being used, and materials which are inappropriate for the collection as defined by library policies including the [Policy for Protecting Children from Harmful, Sexually Explicit Material in Areas Designated for Minors](#) for materials in areas intended for minors. Weeding also helps a selector evaluate the collection by identifying areas or titles where additional materials are needed, older editions which need to be updated, and subjects, titles, or authors that are no longer of interest to the community. Titles can be checked against standard bibliographies on the subject to see if the items have historical or literary value. Holdings which are readily accessible in other libraries may also be considered when making weeding decisions. Withdrawn materials which are in readable condition will be put in the book sale. Materials withdrawn from the reference collection which retain informational value may be transferred to the circulating collection or offered to other libraries. **As outlined in the [Policy for Protecting Children from Harmful, Sexually Explicit Material in Areas Designated for Minors](#), any materials taken from the area intended for minors, may be reshelved in an adult section that reflects the intended genre.**

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Continuous informal weeding takes place as items are checked for damage when they are circulated and/or shelved. The following criteria are considered when making the decision to retain, replace, or weed:

- significance and relevance to current classification holdings
- presence of multiple copies in the collection
- availability of new works
- titles in a series
- circulation statistics
- format
- age and physical condition

- shelf space

### **Retention**

A big part of weeding is remembering the retention advice. Materials generally retained in any specific collection consist of:

- titles in a series
- award winning titles
- titles in popular demand
- regional authors
- literary classics
- high circulating titles

Please Note: Other weeding or retention advice specific to a genre will be listed in the Weeding/Retention sub-section under that genre.

### **Reconsideration.**

A faux book shall be located in the original shelf location of any book that has been relocated from the Children’s or Young Adult section to a new location in the general collection or removed from the collection, as a result of weeding and the application of the Policy for Protecting Children from Harmful, Sexually Explicit Material in Areas Designated for Minors. The faux book shall include the title and author of the book and indicate the new location of the relocated book or that it has been removed from the general collection.

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A list of the titles of all books that are either relocated or removed from the Library collection due to the weeding process as a result of the application of the Policy for Protecting Children from Harmful, Sexually Explicit Material in Areas Designated for Minors shall be prepared and maintained for public review ~~on the Library website~~ upon request. The list shall be updated as weeding occurs.

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Any patron may challenge the relocation of any book from the Children’s or Young Adult section to a new location in the general collection or its removal from the collection, as a result of weeding and the application of the Policy for Protecting Children from Harmful, Sexually Explicit Material in Areas Designated

for Minors. The challenge shall be made according to Section II-10  
Reconsideration of Library Materials.