



Collection Development and Management Policy

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I. General Objective

- a. The objective of the Mondovi Public Library is to select, organize, and preserve print and non-print resources within the limitations of space and budget, and to make them freely and easily accessible to the people of the community. These resources will aid an individual in the pursuit of education, information, research, recreation, cultural awareness, and in the creative use of leisure time. The Library's goal is to encourage the maximum use of its collection by the greatest number of persons.
- b. The Library seeks to stimulate and expand the interest of both children and adults and to coordinate this work with that of other educational, social, and cultural groups in the community.
- c. The Mondovi Public Library has the determination to offer to the people of our community a wide choice of materials representing all points of view. No materials, whether fictional or non-fictional will be excluded solely because of partisan or doctrinal disapproval.
- d. Children of the same age vary considerably in maturity and in reading ability. School assignments and children's interests often call for the use of materials far beyond the realm of a children's materials collection. Children should be able to get these adult and young adult materials readily. For this reason, children have

free access to all collections. The Mondovi Public Library will not keep any library materials belonging to the public from any person so desiring to access them. Materials construed by some to be of a controversial nature may be found in the Library, if it matches other materials selection criteria. Responsibility for materials chosen by minors rests in the hands of caregivers. Any desired censorship will be solely in the hands of the caregivers.

- e. The Mondovi Public Library adheres to the Library Bill of Rights adopted by the American Library Association and to the Freedom to Read Statement and the Freedom to View Statement. The Library also adheres to the Interpretations of the Library Bill of Rights delineated by the American Library Association.

II. Responsibility for Selection

- a. Final responsibility for materials selection rests with the Director, who operates within the framework of policies determined by the Board of Trustees of the Library. However, the responsibility for initial selection of materials is shared by members of the staff as assigned. Suggestions from all staff and users are always welcomed and given serious consideration.

III. No Unauthorized Additions to the Collection

- a. No items should be added to the collection except by those with the authority to do so under the section above entitled "Responsibility for Selection".
- b. Any person who willfully adds items to the collection without such authority may be excluded from the use of the Library in accordance with Section 43.52 (2) of the Wisconsin Statutes.
- c. All unauthorized additions to the collection may be confiscated by the Library.

IV. Criteria of Selection

- a. The Mondovi Public Library's materials selection policy must be flexible and broad. New acquisitions will be tested by the following standards:
 - i. Reliability of information
 - ii. Timeliness and permanent value
 - iii. Literary style and readability
 - iv. Popular interest
 - v. Existing subject matter in the collection
 - vi. Integrity of author and publisher
 - vii. Availability elsewhere in the community
 - viii. Format
- b. The Library assumes some responsibility for acquiring and maintaining a relatively complete collection of materials of local and regional historical interest. The works of local authors are an important part of this collection.
- c. The Library assumes responsibility for creating a diverse and inclusive collection, with materials that represent a variety of cultural and philosophical backgrounds. The diversity and inclusiveness in the collection is not just based on visible characteristics and demographics; it is about diversity of thought, diversity in approach, and diversity in ideas.

V. Gifts

- a. Gifts accepted by the Mondovi Public Library are judged by the same selection criteria as purchased materials. They are considered with the explicit understanding that factors such as duplication, lack of community interest, processing costs, or inadequate shelf space may prevent their addition to the collect or permanent retention on the shelves. Gifts are accepted with the understanding that the Library may at any time discard them in any way it sees fit.

VI. Withdrawals

- a. Materials with obsolete, incorrect, outdated information and those in poor physical condition are systematically removed from the collection.

VII. Request for Reconsideration of Library Materials

- a. Individuals, including Library Board members, may request reconsideration of a selection decision for a library material. To receive consideration by the Library, all requests must be made in writing using the Library's request for reconsideration form.
- b. The library materials about which the request for reconsideration has been made will not be removed from the collection, nor will their use be restricted in any way, before final action is taken by the Library Board on the request.
- c. Within 30 days of the filing of the written request for reconsideration, the Library Director will send a written response to the complainant, explaining in detail their decision regarding the request. The response will also inform the complainant that if they so desire, the request will be forwarded to the Library Board.
- d. Within 90 days of the filing of the written request for reconsideration the Library Board will review the request and take final action on it. In making its decision, the Library Board will consider professional reviews and will employ all the criteria of selection listed in the Library's Collection Development and Management Policy, including the American Library Association's Library Bill of Rights, Interpretations of the Library Bill of Rights, Freedom to Read Statement and the Freedom to View Statement.
- e. The complainant will be notified in writing of the Library Board's decision in the matter.
- f. Requests for reconsideration about a particular item will not be considered by the Library more than once within a 12-month period.

Adopted by the Mondovi Public Library Board of Trustees on May 7th, 2019