

Selection Policy

Purpose and Scope

As stated in the mission statement, the Palmyra Community Library brings people, information and ideas together in a safe welcoming environment to enrich lives, provide support and strengthen the community. Materials in print, non-print and electronic format will be selected in order to carry out the mission of the Palmyra Community Library.

The library seeks to provide popular material reflecting diverse points of view to satisfy the informational and recreational needs and interests of the community. The library will not attempt to collect scholarly material, rare books or manuscripts.

The responsibility for the selection of library materials rests with the library director with input from the youth services specialist. Most, but not all materials will be selected on the basis of reviews in standard library publications such as Booklist and Library Journal.

The library board endorses the following statements adopted by the American Library Association:

Library Bill of Rights

Freedom to Read Statement

Diverse Collections: An Interpretation of the Library Bill of Rights

Weeding

All materials will be weeded at regular intervals using standard professional criteria, including circulation, currency, physical condition and degree of lasting interest.

Donations

The library will accept donations of the following materials:

- Recent hardback fiction and nonfiction books in good condition which fill a gap in the collection or can be a duplicate copy for a title in high demand.
- Popular audio and video materials in good condition that meet our collection development criteria.

The library will not accept items in poor condition, textbooks, or condensed books.

The library's acceptance of a donated item does not constitute an agreement to add it to the collection; the library reserves the right to dispose of all donations as it sees fit.

Donations not to be included in the library's collection may be given to the Friends of the Library for their book sales.

Local History

The library recognizes its obligation to provide material related to the history and heritage of Palmyra, but the library should not attempt to duplicate the work of the Town Historian or Historic Palmyra.

Patron Input

Palmyra Community library welcomes input from the public regarding the contents of the collection. Suggestions for purchase will be considered in accordance with the selection policy.

Patrons wishing to express concerns about materials already in the collection will be invited to discuss their concerns informally with appropriate staff or the director. If a patron wishes to file a formal complaint, he or she may submit a Patron Comment form to the director. The library director will write a response to the individual, expressing thanks for their interest and concern. The Library Bill of Rights, Freedom to Read Statement, reviews of the particular item or other relevant documents will be attached as deemed necessary. Should the patron wish to pursue the matter further, he or she may ask that the director bring the matter before the board. The board will consider the Patron Comment form and the director's response to the concern at the next regular board meeting and will render a decision as to appropriate action. This decision will be final and will be conveyed in writing to the patron.

Adopted: May 14, 2009.

Reviewed: Nov. 19, 2019