



COLLECTION DEVELOPMENT POLICY

PURPOSE OF THIS POLICY

The VTL Collection Development Policy guides the Collection Development team members who maintain library collections in support of the library's mission to inspire lifelong learning, encourage exploration and creativity, and enrich our community. This policy also serves to inform the public of VTL's criteria for the selection of library materials.

MATERIAL SELECTION

VTL provides a collection of materials that reflects diversity of thought and provides material of interest to all members of our community. VTL chooses material in support of the Library's values in accordance with the ALA Freedom to Read statement:

[The Freedom to Read Statement | ALA](#)

and the Library Bill of Rights:

[Library Bill of Rights | ALA](#)

As such, VTL supports the inherent intellectual freedom of each individual to manage their own access to material, regardless of whether the content is considered unacceptable to others. VTL materials are chosen to reflect a diversity of viewpoints in order to give patrons from every background an assortment of information, ideas, and entertainment.

VTL steadfastly affirms the right to free access to ideas and information, and so its collections are curated to not only reflect the diversity of the local community, but also to provide a larger, broad and unfettered spectrum of subjects, topics, and thoughts.

VTL collections contain material of current interest, timely material in popular demand, and works of permanent value, available in print, multimedia, and electronic formats, all within VTL's current budget and physical space limitations.

Neither library staff nor any patron other than a parent or guardian have the right to decide what material another individual's children may or may not access from the VTL collections. It is the sole responsibility of parents or legal guardians to determine their minor children's access to library resources.

SELECTION RESPONSIBILITIES

The Collection Development Manager and Director of Internal Operations oversee collection responsibilities while ensuring that the Collection Development Selector's choices adhere to the following material selection guidelines.

Books and other materials are chosen with the goal of providing a vibrant, balanced, and relevant collection, while ensuring a flow of new materials throughout the year. Collection Specialists/Selectors will use their training, knowledge, and experience, along with the following general considerations for selecting materials and resources:

- Contribution to the scope of the collection
- Providing various points of view
- Relevance to the current collection; strengthening areas in need of more representation
- Contemporary significance
- Current as well as potential merit and relevance to the community
- Popular appeal, anticipated demand
- Enduring value
- Physical format
- Quality of production
- Awards received or nominated for
- Reputation or significance of the creators of the work
- Reviews and inclusion in lists and/or book clubs
- Available space
- Available budget
- Accessibility of material
- Accuracy and timeliness
- Relevance of format and content to the intended audience
- Effectiveness and suitability of format in communicating the content

REQUESTS AND SUGGESTIONS

VTL appreciates input from patrons as far as suggestions for our collections and specific requests for material. Such requests and suggestions are subject to the same collection criteria as other purchases and are not guaranteed to be acquired.

In the event VTL chooses to not purchase a request, the library can make a decision whether or not to utilize InterLibrary Loans to provide patrons with the material.

Addition of any materials or resources to the collection does not represent VTL's endorsement of any viewpoint or idea that any particular work describes or espouses.

DONATED MATERIALS

Donated materials become the property of Valley of the Tetons Library and may be added to our collection, placed on our by-donation bookshelves, sold at book sales, or otherwise traded, donated, or discarded. Donations will neither be accepted with conditions attached nor with any guarantee of inclusion in the VTL collection. However, donated materials may be added to the VTL collections at the discretion of library staff, after evaluation using the current selection criteria.

The VTL Donation Guidelines, including items VTL does not accept, can be found here: <https://valleyofthetetonlibrary.org/material-donation-guidelines/>

MAINTENANCE OF COLLECTIONS

No healthy public library collection is static. Collections evolve and are influenced by space, time, physical deterioration and obsolescence. Library staff systematically review VTL collections to guarantee quality, relevance, and vitality. Outdated, worn, or rarely used items may be removed in order to make space for new material and provide patrons with an appealing and dynamic collection. Staff members evaluate the maintenance of the collections using the following criteria:

- Physical condition
- Number of copies in the collection-including copies available at another branch
- Availability of material elsewhere, including other libraries and online sources
- Relevance to local needs and interests of the community
- Relevance to current national and international affairs
- Current demand or lack of
- Accuracy of material
- Outdated information

REQUEST FOR RECONSIDERATION OF MATERIALS OR RELOCATION OF MATERIALS FROM MINORS

Reconsideration or relocation forms may be requested at any VTL branch. A parent or guardian of a minor that resides in the Library District may request a relocation form pursuant to Idaho Code 18-1517B at any VTL branch.

Once the entire form is completed and delivered to the Director of Internal Operations, the Director and Board will review the request, within the framework of both the VTL mission and Collection Development Policy. The complainant will be informed, in writing, of the final decision regarding reconsideration. The item in question will not be removed from the collection during this process.

Legal review completed, adopted by the Valley of the Tetons Library Board of Trustees on May 8, 2024.