

Mansfield Library

Collection Development Policy

Library Mission Statement:

The mission of Mansfield Library is to provide access to materials and information which enhance and enrich the lives of Mansfield residents. The Library emphasizes current, popular material and the encouragement of young children's interests in reading and learning.

The goals of Mansfield Library are:

1. to promote and stimulate active use of its resources,
2. to provide a broad range of materials in a variety of formats,
3. to offer programs and services to encourage lifelong learning,
4. to facilitate the use of its resources and services with trained library personnel.

Responsibility for selection: The policies for materials selection shall be stated by the Library Board, but final selection and purchase of materials is the responsibility of the Director.

Criteria of selection:

- A. The Library shall provide any materials which help to meet its mission statement and goals. Materials will be purchased in a variety of formats which meet the needs of the Mansfield community.
- B. Materials shall be selected carefully and judiciously, taking into account such factors as anticipated or existing patron demand, reputation and skill of the author, existing holdings in the subject area, reviews in established review media, and availability of the material from other sources.
- C. The Library recognizes that some materials may be controversial and that any given item may offend some patrons. An effort shall be made to present more than one side of a controversial issue. Library materials will not be marked or identified to show approval or disapproval of the contents, and no catalogued book or other item will be shelved separately, except for the express purpose of protecting it from injury or theft.
- D. Titles in heavy demand may be duplicated.
- E. Replacement copies may be purchased of those titles which have lasting value or interest.
- F. In order to maintain a vital and useful collection, materials that are out-of-date, inaccurate, superseded by new material, fail to meet community needs, or in bad physical condition shall be discarded. Weeding of materials will be supervised by the Director.
- G. Gifts of books or other materials may be accepted on the recommendation of the Director. All materials that are added to the collection as gifts shall be judged by the same criteria as are used for purchase.
- H. The Library recognizes the role of parents/guardians to supervise their children's use of Library materials.