

Materials Selection Policy

The Camden Public Library is committed to serving the informational, educational and recreational needs of its community. The Materials Selection Policy outlines the basic criteria for selection and retention of materials and electronic resources in the library collection. Materials that are selected for the library shall be based on the library's mission statement as follows:

The Camden Public Library is an anchor for the community.

We bring people together to Read, Connect, and Discover.

The collection shall be carefully chosen for its value, timeliness and its suitability in meeting the needs of a small community. No book or other library material shall be excluded because of the possibility that such materials may come into the possession of children. As library staff cannot know the maturity level and/or family values of each member, the responsibility for the use of materials by children and young adults rests with their parents or legal guardian. The library does not stand in loco parentis.

Selections Responsibility:

Selection of library materials shall be the direct responsibility of the Library Director. Members of the Collection Committee, staff and community members may assist in the selection as needed.

De-Selection /Weeding

The withdrawal of materials, also called de-selection or weeding, is an ongoing process used to maintain the collection's usefulness, currency and relevance. Professional library staff has the sole responsibility to weed the collection.

Selection Criteria:

Materials shall be selected on the basis of probable appeal to a reasonable section of the community. Each item will be considered on terms of its merits, its intended audience and the library's budget. Criteria for selecting materials should include:

1. Relevance to the needs and interests of the community
2. Contemporary significance
3. Accuracy
4. Literary and artistic excellence
5. Clarity of presentation of facts and points of view
6. Relevance to the existing collection
7. Role in maintaining a balanced collection representing many points of view
8. Requests from library users.

Selection Aids:

1. Reviews in the trade journals
2. Publishers forecasts, advertisements, and catalogs
3. Bibliographies listing items of interest and importance
4. Suggestions by members of the community

Gifts:

The library welcomes gifts but accepts them with the understanding that it has the right to handle or dispose of them in the best interests of the library. Materials may be added to the collection provided they meet the library's standards of selection. Although the library acknowledges gifts for tax purposes, it cannot be responsible for assessing the monetary value of gifts.

Statement on Intellectual Freedom:

The Camden Public Library believes that reading, listening and viewing are individual, private matters. While anyone is free to select or reject materials for themselves or for their own minor-aged children, the freedom of others to read, listen and/or view cannot be restricted. The Board adopts and supports the Library Bill of Rights and the Freedom to Read Statement adopted by the American Library Association, both of which are available on-line or by request.

Approved by the Board of Trustees 04/2022

Reconsideration of Library Materials

The Camden Public Library is dedicated to open ideas and information and applies no restrictions on the right to read, listen or view. The library recognizes the rights of individuals to question materials in the library collection. In the event that a member of the community objects to any materials included or excluded from the collection, the following procedures apply:

1. No materials so challenged shall be removed from the collection until the final decision of the Board of Trustees is made.
2. The complaint must be submitted in writing using the "Request for Reconsideration of Materials" form. [Attached]
3. The complainant must be a member of the library and in good standing.
4. The Library Director will review the request and interview the complainant.
5. The Library Director may contact the Maine Library Association's Intellectual Freedom Committee to apprise them of the situation.
6. If the objection is not settled at this time, it will be referred to the Collection Committee.
7. The Library Director and the Collection Committee will meet with the complainant.
8. The Library Director will report the Committee's recommendations to the Board of Trustees.
9. The decision by the Board of Trustees to keep or withdraw the item under consideration will be final.

Approved by the Board of Trustees 04/2022

Request for Reconsideration of Materials

Author

Title

Publisher (if known)

Request initiated by:

Telephone

Address

City

Zip Code

Complainant Represents:

☐ himself/herself (name) _____

☐ Organization (name) _____

☐ Other Group (name) _____

1. To what do you object? (Please be specific; cite pages)
2. What do you feel might be the result of having access to this material?
3. For what age group would you recommend this material?
4. Is there anything worthwhile about the material?
5. Have you examined/watched/read the entire work?
6. How have literary critics appraised this work?
7. What do you believe is its theme?
8. What should the library's actions be as regards this material?
9. In its place, what item of equal quality would you recommend that would convey an appropriate perspective of the topic?

Date: _____

Signature of Complainant: _____

Date Received by Library: _____