

## Materials Selection Policy

The selection of library materials is based on the Library's goals of serving the educational, informational and recreational needs of the community. To this end, the Library acquires, makes available, and encourages the use of materials in various formats (e.g. video, audio). In keeping with these goals, the Library and its Board of Trustees support the American Library Association's (ALA) Bill of Rights, ALA's Freedom to Read Statement and ALA's Free Access to Libraries for Minors.

The ultimate responsibility for all materials selected rests with the Library Director. Authority for selection may be delegated to branch librarians, placing the initial selection at the level where contact with the public occurs and use of the collection is observed. The public is also given the opportunity to recommend the purchase of additions.

Selection is a judgmental process requiring selectors to use their general knowledge of the subject, its place in the field, familiarity with materials in the collection, and their recognition of the needs of the community. Each work is evaluated as a whole, rather than upon the merits of individual parts. To ensure a balanced collection, the following general criteria are used by all selectors:

- Requests by the public and popular appeal
- The author's reputation as a writer/scholar
- The importance of the subject matter to the overall collection
- Attention of critics and reviewers
- Price, format and durability
- The timeliness or permanence of the work
- Listing of the work in special bibliographies or indexes
- Authoritativeness

All materials, whether purchased by the Library or donated to it, are evaluated in accordance with these guidelines.

The staff makes skilled use of selection aids, publisher provided information, specialized lists, weblogs, online customer reviews and book reviews. While book reviews are a major source of information about new books, they are not followed exclusively.

The Library does not promulgate particular beliefs or views, nor is the selection of any given item equivalent to endorsement of the viewpoint expressed in that item. An impartial recognition of all points of view is the selection goal. Within the framework of the Library Bill of Rights and the Freedom to Read Statement, the library provides materials representing current approaches to public issues of a controversial nature. There are certain opinions, such as those involving religious, political or moral attitudes, that are inherently controversial. The public library does not emphasize one subject, one aspect of an issue, or one opinion at the expense of another.

The library cannot act *in loco parentis* with regard to the selection of library materials for its juvenile patrons. Selection will not be inhibited by the fact that materials may inadvertently come into the possession of children. Since the library cannot anticipate a family's persuasion on controversial issues, the Library encourages parents to have an active and responsible interest in their child's choice of items.

The library recognizes the need to provide reference and research material for the direct answering of specific questions if it is to fill its role of serving educational and informational needs. However, because of the availability of other public and college libraries in the area, the Library weighs carefully the purchase of very expensive or very specialized materials. To avoid costly and unnecessary duplication, special consideration will be given to materials available to the public through these area libraries or the Internet.

(Adopted by Library Board of Trustees 6/98; amended 3/2006, amended 10/2014)

## Video Collection Development Policy

The Orange County Library acquires and makes available DVDs and Blu-Rays to serve the general educational, information and recreational needs of the community. Much as our selection of print materials attempts to provide support for our roles as: developer of early literacy skills, facilitator of lifelong learning and encourager of exploration and imagination, our video collection will do the same. We provide family films, documentaries, and educational programs but also provide popular materials for entertainment and recreation. The collection will not include materials that strive to appeal strictly by erotic or sensational means. Many popular videos purchased for entertainment purposes will have a PG-13/TV-14 or lower rating. R rated movies are purchased or accepted as donations if they have redeeming content or qualities according to reviews (both consumer and critical) and awards juries. Non-rated television is purchased based on a balance of demand and reviews. As most of it is not eligible to be rated because it originates in other countries or from cable, the lack of rating is not necessarily a negative factor. Examples of awards used to explore selection are Golden Globes, Academy Awards, Emmy Awards, BAFTA Awards, Sundance Film Festival prizes, Cannes Film Festival prizes, etc.

The regular materials selection policy also applies to DVDs and Blu-Rays as does the general policy on donations.

(Approved by the Library Board of Trustees 6/98, amended 10/2001, amended 2/2006, 10/2014)

**Orange County Public Library**  
Main Library - 146 Madison Rd., Suite 101 Orange VA 22960  
Wilderness Branch - 6421 Flat Run Rd. Locust Grove VA 22508  
Gordonsville Branch – 319 N. Main Gordonsville VA 22942

Request for Reconsideration of Library Materials Form

Title \_\_\_\_\_  
Format \_\_\_\_\_ Author \_\_\_\_\_  
Request initiated by: \_\_\_\_\_

Address \_\_\_\_\_ Phone: \_\_\_\_\_

Made on behalf of: Himself/herself \_\_\_\_\_ organization/group: \_\_\_\_\_

To what in the work do you object? (please be specific, cite pages/scenes if poss.)  
\_\_\_\_\_  
\_\_\_\_\_

Which parts of the work did you read/view/hear? \_\_\_\_\_

What do you feel would be the result of reading/viewing/hearing this work?  
\_\_\_\_\_

What would like your library to do about this work? \_\_\_\_\_  
Do not lend it to my child \_\_\_\_\_ Return it to the selection staff for reevaluation \_\_\_\_\_

For what age group would you recommend this work? \_\_\_\_\_

Is there another work you would like to recommend that covers the same subject with similar depth, perspective and value? \_\_\_\_\_

Are you aware of the judgments made about this work by reviewers and literary critics? No \_\_\_\_\_ Yes \_\_\_\_\_

Read: \_\_\_\_\_ Signature: \_\_\_\_\_ Date \_\_\_\_\_

Received by staff member \_\_\_\_\_ Date \_\_\_\_\_