

## **Topic: Collection Development and Management – Collection Maintenance**

### **3.23 Selection of Materials for the Collection**

Board Motion Number:	<b>24.054</b>
Date of Original Board Motion Number:	<b>March 10, 2008</b>
Date of Current Issue:	<b>May 28, 2024</b>
Date of Next Review:	<b>2028</b>
Attachments:	

Signature of Board Chairperson (and Date):

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The North Kawartha Public Library Board's selection of collection materials for the Library will respond to community needs and be in accordance with the collection policies and the collection development plan.

#### **Procedures**

1. The selection of materials will provide as wide a spectrum of formats as budget and space allow.
2. Materials will be selected in accordance with the following:
  - a. Special knowledge
    - i. Community: historical past, present composition, library users, both current and potential
    - ii. Collection: circulation of recurring subject or title requests submitted to interlibrary loan, strengths and weaknesses
    - iii. Staff recommendations
    - iv. Collection policy
    - v. Current events: community, provincial, national and international
  - b. Physical characteristics
  - c. Quality of material
    - i. For fiction material: popularity of the author, part of a series, subject appeal, currency and topicality
    - ii. For non-fiction material: reliability and qualifications of the author, current interest of the subject in community, accuracy, impartiality and demand
  - d. Cost of item in relation to usefulness