

## **Topic: Collection Development and Management – Policy and Planning**

### **3.12 Collection Development Plan**

Board Motion Number:	<b>24.039</b>
Date of Original Board Motion Number:	<b>March 10, 2008</b>
Date of Current Issue:	<b>April 23, 2024</b>
Date of Next Review:	<b>2026</b>
Attachments:	<b>Appendix A - Collection Planning Goals</b>

Signature of Board Chairperson (and Date):

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### **Policies**

A collection development plan is necessary to ensure the future collection of the North Kawartha Public Library will be adequate and to plan for budgetary needs.

### **Procedures**

1. The collection development plan must address general targets that are suitable for our population. Targets suggested by SOLS include a book stock of 5000 plus 5 volumes per capita over 1000. To meet the needs of our community the collection distribution should be as follows: reference 1%, adult non-fiction 15%, adult fiction 45%, juvenile non-fiction 14% and juvenile fiction 25%.
2. An evaluation of community surveys and patron comments must also be considered in developing the collection plan.
3. The annual buying plan for the collection will be based on the current objectives for the Library collection and on the current budget for the Library.
4. The collection planning goals Appendix is to be updated annually.

## **Appendix A**

### **Collection Planning Goals for 2024**

#### **Goal One – Review collections.**

Continue to analyze the collections for diversity and inclusion. Make sure we have a vibrant Indigenous collection. Decide on a way to identify the Indigenous collection and make it easily identifiable and accessible. Also could use the cart for Black History Month and LGBTQ2S displays among others. Investigate a display cart usable for these collections.

##### Budget

Budget for cart in 2024 or 2025 or include in Trillium Grant.

#### **Goal Two – Finish inventory of all library materials.**

Complete inventory this year.

##### Budget

No budget implications.

#### **Goal Three – Shelf or Display Library of Things Items**

Work to effectively display items such as some musical instruments that don't fit on the new Library of Things shelving.

##### Budget

New additional shelving possible from Trillium Grant 2024.

#### **Goal Four – Dyslexia Collection**

Find a display solution for this collection. Could be as simple as colorful buckets on the current shelving. Should also be displayed on cart for Dyslexia Awareness Month in October.

##### Budget

Colorful plastic bucket and displayers for additional information. \$100.00