

	Policy Title Selection	Policy Number 4.1
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I. Purpose

- a. The Camas Public Library Board of Trustees recognizes that the Library's mission is to serve all people within its service area, embracing the diverse interests, backgrounds, cultural heritages, social values and needs.
- b. Acquisition does not constitute endorsement of the materials or its point of view.
- c. Responsibility for the selection of materials, in accordance with the policy, rests with the Library Director, or Director's designee.

II. Selected Materials

- a. The Library shall attempt, within the limits of the budget and space, to provide a balanced collection of materials.
- b. All selections in any format are considered in terms of one or more of the following criteria:
 - I. Community demand or interest
 - II. Currency and accuracy of information
 - III. Value or diversity of materials
 - IV. Popularity and credibility of the author
 - V. Suitability of subject and format for intended audience
 - VI. Existing subject coverage
 - VII. Reviews from reputable sources and professional judgement
 - VIII. Availability through established library distributors
 - IX. Cost, production quality, durability, and suitability for lending
- c. Materials shall be selected in accordance with the Library Bill of Rights and the Freedom to Read statement (available within the Policy Appendix).
- d. Recognizing that the Library's resources do not allow for a collection which provides the depth or breadth on all topics which an individual may desire, the Library will attempt to make these materials available via Interlibrary Loan.

III. Deselection

- a. The collection will be reviewed periodically by the Technology & Collections Manager or designated staff members. Materials will be discarded when they no longer meet the criteria above, or when they have physically deteriorated.
- b. Removal of Library materials will follow the Surplus Library Materials Disposal Policy.

IV. Reconsideration

- a. Individuals may take exception to specific items and may register their thoughts by discussing the material with the Library Director or Technology & Collections Manager and/or by completing a "[Materials Review Request](#)" form.
 - i. The Library Director or Technology & Collections Manager will examine the materials in question and let the individual know the final decision.
- b. If an individual is not satisfied with that decision, they may ask to present their case at the next scheduled Library Board meeting.
 - I. In the event of numerous requests concerning the same title, the Board may choose to hold a special public hearing.
 - II. The Library Board of Trustees will make their decision at the subsequent meeting.
 - III. The Board's decision in such matters shall be considered final.
- c. Materials will not be removed from public use while they are being reconsidered.
- d. No individual may restrict the freedom of access of others, with exception that the responsibility for what a child reads rests with its parents or legal guardians.

V. Gifts

- a. The Library accepts all gifts of materials with the understanding that they will be added, given to the Friends & Foundation of the Camas Public Library, or disposed of according to the Library's needs.
- b. Any author and publisher submissions are considered as a donation and will not be returned.