

Policy 2 - COLLECTION & DISPLAYS

2.01 COLLECTION & DISPLAYS

(a) LIBRARY MISSION STATEMENT:

Springville Library transforms lives through a world of knowledge, discovery, and imagination.

(b) SPRINGVILLE CITY GENERAL STATEMENT:

Springville City is committed to respecting different perspectives and fostering an inclusive community for all residents. We recognize that diversity enriches our community and contributes to the overall well-being of its members. As an integral part of our civic duty, the city endeavors to create an environment where individuals feel welcome, respected, and valued. This statement aims to guide and inform our decision-making processes across various public activities.

2.02 PURPOSE OF COLLECTION DEVELOPMENT

(a) In pursuit of our mission, the library provides a diverse range of materials across numerous formats, subjects, age groups, and interests. By outlining our collection management objectives, this policy serves as a guiding framework for both the community and librarians, optimizing resource utilization.

(b) OUR COLLECTION CONSISTS OF:

(i) Books: The Library acquires fiction and non-fiction books for all age groups and reading levels.

(ii) Other Print Materials in formats such as magazines or newspapers.

(iii) Non-Print Materials:

1) Audiobooks in formats such as BCD and Playaway.

2) DVD & Blu-ray

4) Downloadable: eBooks and eAudiobooks

5) Kits: Kits include story kits, discovery kits and book club sets.

6) Other: Additional materials for patron use may include such items as educational tablets and video games.

(iv) Outside Resources: Any materials that enter the Library through means other than staff purchases.

1) Resource sharing:

Items shared via external organizations under lending agreements, including book club sets, Large Print collections, databases, and downloadable content. Materials borrowed or accessed through resource sharing are not subject to reconsideration (2.04).

2) Gifts and donations:

Evaluated based on the same criteria as purchased materials. Library's discretion governs usage and retention, and items not integrated may be offered to other libraries or non-profits, exchanged, sold, or disposed of at the library's discretion.

(c) SELECTION CRITERIA

(i) Criteria:

- 1) Accuracy
- 2) Presentation, readability and format
- 3) Point of view (all sides)
- 4) Cost and availability
- 5) Current topic
- 6) Collection balance
- 7) Popularity or anticipated demand

(ii) To assess the item based on the above criteria, staff utilize:

- 1) Nationally recognized and relevant pre-publication reviews
- 2) Staff expertise
- 3) Bestseller lists
- 4) Patron recommendations and requests
- 5) Reliable news and media reviews

(d) DESELECTION CRITERIA

(i) Removal of materials will be removed based on the following factors:

- 1) Outdated
- 2) Duplicate or surplus
- 3) Poor physical condition
- 4) No longer contributing to breadth or depth of the collection

(ii) Discarded materials may be sold, exchanged, disposed of, or given to another non-profit organization at the Library's discretion.

2.03 PURPOSE OF LIBRARY DISPLAYS

To further our mission, the Library showcases collection items aligned with various themes and interests. Library displays aim to enrich the patron experience and foster learning by the use of engaging visual arrangements.

(e) ABOUT LIBRARY DISPLAYS

- (i) Displays are typically changed out every 1-2 weeks
- (ii) Displays are positioned in many locations throughout the library
- (iii) Materials on display do not imply endorsement by the library, or Springville City
- (iv) Displays are typically positioned in proximity to the library collection's age and interest categories. However, due to the library's open environment, the relevance of displays transcends their location, ensuring their impact and engagement remain consistent with their purpose.

(f) GUIDING CRITERIA

(i) Criteria:

- 1) Community interest and relevance

- 2) Representative of the community's demographics
- 3) Connection to current events and timely topics
- 4) Seasonal themes and holiday traditions
- 5) Associated with recognized observances
- 6) Book recommendations
- 7) Connections to library events
- 8) Visual appeal
- 9) Other

2.04 RECONSIDERATION OF BOOK TITLES, OR DISPLAYS

(a) Intellectual freedom: As a public institution serving a diverse population, the Library seeks to respect all patrons' freedom and access to information. The Library recognizes that some resources in the collection and displays, etc. may not align with personal views. To better understand the concerns or viewpoints of its users, the library welcomes feedback. To facilitate this discussion, the following process has been established.

(b) Process: Patrons requesting a review of a book title, or display should complete a "Reconsideration of Library Services" form. Library staff will respond within 15 days and engage in a dialogue. If unresolved, an appeal can be made to the library board. An ad-hoc committee of 3 or more library board members will form, make a decision within 75 days of the appeal, and notify the patron.

2.05 Revision History

(a) Adopted January 15th, 2026 by the Springville Library Board of Trustees

(b) Previously Revised and Approved by Library Director and Library Board of Trustees March 14, 2019, November 10, 2022

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