

Collection Policy

Passed: July 2013

1. Statement of Principles

- 1.1. The selection of all Library materials is guided by the principles defined in the Library's vision, mission, and goals statements.
- 1.2. Collections are developed in response to the various needs of the community. Materials are included to:
 - 1.2.1. meet demand,
 - 1.2.2. foster and create interests
 - 1.2.3. contribute to a balanced collection.
- 1.3. Materials are purchased in whatever format is needed to make information available and accessible.
- 1.4. Materials are purchased that represent varying points of view and will reflect current conditions, trends and controversies so that members of the community may inform themselves and make individual judgements.
- 1.5. The Library values material that shows the historical development of our local region. A Special Collection will be maintained of material related to First Nations (see section 10).

2. Responsibility for Selection

- 2.1. The librarians are responsible for material selection and purchasing. Selection will be made with the best available professional judgment based on reviews, bibliographies, patron requests, personal inspection and budgetary consideration. (Canadian sources will be used where feasible).

3. Intellectual Freedom

- 3.1. Selection is guided by the Constitution Act, Part 1, Canadian Charter of Rights and Freedoms, Section 2b, that guarantees "everyone the following fundamental freedoms.... of thought, belief, opinion and expression, including freedom of the press and other media of communication."
- 3.2. Controversial material will be represented with a wide a variety of viewpoints.
- 3.3. When a patron requests withdrawal of a title from the collection, they will be referred to the collection policy and given a copy of the Request for Material Review form. (Appendix A) The Board, will deal with the submission at its next regular meeting.
- 3.4. The Board supports the Statement on Intellectual Freedom prepared and adopted by the Canadian Library Association. (Appendix B)
- 3.5. http://www.cla.ca/Content/NavigationMenu/Resources/PositionStatements/Statement_on_Intell.htm

4. Organization and Access

- 4.1. The classification, organization and labeling of the Library's collection are designed to make access to the collection easy.
- 4.2. No items are [sequestered](#) except to protect them from damage and theft.

4.3. The Library does not control what kind of material anyone borrows. Parents are responsible for their children's selections, not the library.

5. General Criteria for Selection

5.1. Selections will be made based on the merits of the work in relation to developing the collection and to serving the interests of community members.

5.2. Materials are considered for selection in terms of the following criteria:

5.2.1. popular demand and current trends

5.2.2. suitability and durability of physical form for library use

5.2.3. relationship of the item to the existing collection and to other material on the subject

5.2.4. present and potential relevance of the material to community needs

5.2.5. attention of critics, reviewers and media

5.2.6. cost of each item considered in relation to its overall contribution to the collection

5.3. An item need not meet all of the above criteria in order to be acceptable

6. Textbooks And Similar Materials

6.1. Textbooks or similar material that support school curricula, higher education courses or training programs will be selected only if they fill a general need in the community.

7. Collection Maintenance

7.1. The Library collection will be kept vital and contemporary through an active program of acquisition, maintenance and withdrawal.

8. Gifts

8.1. Donated materials may be accepted if they meet the Library's selection criteria.

Conditional monetary donations are welcome if the conditions are acceptable to the Board. In all cases, the Library has complete authority over how donations are used.

9. Language

9.1. Materials in St'át'imcets, both print and audio/visual, will be acquired as they become available.

9.2. Materials in other languages will be obtained through Interlibrary Loan or through donations.

10. First Nations Collection

10.1. The Library develops and maintains a distinct First Nations collection which reflects the history, culture, and concerns of the local Northern St'át'imc as well as other Canadian and North American indigenous peoples.

10.2. Materials are selected for the children's collection to meet the needs of our elementary and pre-schools' library programs. These include non-Euro-centric books, DVDs, toys, games and audio books with content reflecting the traditional values of the St'át'imc people.