

VOLGA PUBLIC LIBRARY
Volga, Iowa 52077

COLLECTION DEVELOPMENT POLICY

The Volga Public Library strives to provide books and other library materials of value and interest for information and enlightenment, for all the people of the community and surrounding area. The library attempts to maintain a collection of carefully selected representative book and non-book materials that are of both current interest and permanent value. It attempts to serve the children, young-adults, adults and elderly.

Library materials will never be excluded because of the race or nationality, or the social, political or religious view of the authors. The collection will promote no causes nor favor any viewpoints. The library will try to provide materials representing all points of views concerning current problems and issues at the local, national, and international levels. However, materials on controversial issues that present only one side of a question and are written in a violent, sensational and inflammatory manner will ordinarily not be selected. The library will welcome any suggestions from the public for items and subjects to be included in the collection - the library is for use by the whole community and it is intended that the collection reflects the community.

Responsibility for determining the appropriate use of material by minors rests with parents and legal guardians, not library staff. This includes use of the Internet. Responsibility for the selection of material rests with the library director with input from staff and the public. The director operates within the framework of this policy in making selection decisions.

Factors considered when selecting materials include: present collection composition; collection development objectives; interest and demand; timeliness of material; intended audience; accuracy of material; authority of author; reputation of publisher; price of material.

It is the responsibility of the library to give full meaning to the freedom to read, and will attempt to do so by providing books that enrich the quality of thought and expression. The Library will accept books or other materials which persons wish to donate; however, the Librarian and Board of Trustees reserve the right to screen all materials received in this manner, and to discard, destroy or otherwise dispose of any which do not meet the Library's needs.

The Librarian acts as the agent of the Board of Trustees in book selection. Selection procedures shall follow the principles set forth in the Library Bill of Rights and the Freedom to Read Statement of the Library Association, and in accordance with federal and state laws.

When materials have been selected to serve the above objectives of the library, and if they are of required quality and usefulness in the library; they shall not be removed from the shelves because of pressure from individuals or groups.

It is further the obligation of this Library to keep the current policies of the Librarian for book selection or rejection in a written form, subject to change, as necessary, upon approval of the Board of Trustees.

Current Approval Policy for Library Materials

1. No highly specialized material in the fields of law, medicine, science, etc., is purchased.
2. For all other non-fiction materials, an effort is made to select titles of merit as indicated by recognized book reviews.
3. The Library does not favor or discriminate against any religious group. Purchase of "religious" books is limited to those of a general nature or to generally recognized classics and standard reference items.
4. An effort is made to purchase fiction of some literary merit. The problem of selecting fiction involves a variety of types of novels and the need to satisfy readers of differing tastes, interests, purposes and reading levels. We will, in the majority of cases, purchase books on best sellers' lists to make them available to the public, even though some may be considered to be ephemeral (short duration) in nature.
6. The library has a variety of books in large print, books on CD, Periodicals, and DVD'S and will continue to add to these materials.
7. Children and young adult materials will follow the same guidelines as stated above; however, special consideration is given to appropriateness. The Library cannot assume the responsibility of deciding what a child may or may not read. That responsibility must lie with the home and the guardian.
8. It is necessary to weed our collections regularly. [Deselection Policy](#) The "CREW" method of evaluation and weeding will be the authority used. In doing so, consideration will be given to the following:
 1. Age of material based on copyright
 2. Usage circulation
 3. Physical appearance
 4. Literary merit or accuracy of material
 5. Value to our community

Gifts and Endowments

The Volga Public Library welcomes gifts of library materials, money, or real property. These gifts help enrich and improve public library resources.

1. All gifts of articles, books, rare items, etc., donated to the Library shall become the property of the Library and shall be used, displayed or disposed of as the Director deems fit and proper, according to the gift agreement.
2. Specific money given as gifts will be deposited by the city clerk and kept separate from city funds.
3. Appraisals will not be given on individual items. However the library staff will assist the patrons in finding appraisal sources.
4. Memorial books or other library materials may be donated in someone's honor.
5. Used books can often be used in the library's collection. Items not needed by the library will be sold or disposed of as the Director deems fit and proper.
6. Generally, the library does not accept textbooks or books in poor physical condition.
7. The Library may or may not accept donations of specialized collections. A decision will be made on an individual basis by the Director.

8. The Library applies the same criteria for evaluating gift items as it applies to its purchased material. Gifts will be withdrawn in the same manner as purchased material. The library does not accept responsibility for notifying donors of withdrawal or replacement of gift items.
9. All gifts are tax deductible and the library will furnish (upon request) a statement for tax purposes, but does not place a financial value on items.
10. No gifts are accepted unless given to the library without restriction. All gifts may be utilized, sold or disposed of in the best interest of the library. All donations are accepted only if the Library Director feels they can be utilized by the library.
11. Endowments shall remain under the sole control of the Library Board.

Adopted

August 27, 2007

Reviewed & Adopted

March 27, 2007, February 3, 2012, April 17, 2018, February 9, 2022

January 14, 2026