

Wasatch County Library
Materials Selection Guidelines

- I. Materials will be selected from many sources and in great variety and will be conveniently organized to assure easy access. Selections will be made:
 - To assure that patrons are presented a broad range of materials at appropriate reading levels and in a variety of formats,
 - To provide for the enhancement and enrichment of personal and professional lives,
 - To enrich and extend developing interests,
 - To encourage reading, listening and viewing as leisure time activities, and
 - To provide students enhanced research materials.

- II. Selection Standards:
 - A. Non-fiction material should be authentic, accurate, and logical. The author should be an authority on his subject.
 - B. Material is selected to meet the general needs of the patrons and no attempt is made to supply special research materials or specific textbooks.
 - C. Material is selected as availability, space and budget allow.
 - D. Material is selected when it meets a specific point of view.
 - E. Material is selected to enhance and give variety to the library collection and offer many options.
 - F. The collection, to be balanced, artistic, and meaningful, requires that comprehension levels of all the patrons be considered and accommodated.
 - G. Esteemed reviewers and/or library staff should recommend considerations.
 - H. Magazines, newspapers, maps and other special materials selected should meet the same selection standards.
 - I. Patrons may request items by filling out and giving the Library Director a Patron Request for Purchase of Material form. It will be reviewed and items may be selected if they meet the established standards.
 - J. The library staff participates in the selection process, and the Library Director is responsible for maintaining the policy standards.
 - K. Neither color, nationality, social standing, political affiliation, nor religion of an author will cause exclusion of a work, but selection is made on patron interest, informative quality, and apparent value to the community.

- III. Material for Adults
 - A. Non-Fiction informational and educational items may be selected when there is an evident demand for them and when they meet selection standards.
 - B. Fiction works may be acquired if they meet selection standards. They may be chosen because of the author's or publisher's reputation, or to complete a series, or because of good reviews.

IV. Material for Children

- A. Young People: The Library supports the American Library Association's policy, "Free Access to Libraries for Minors" (adopted June 15, 1977 and amended July 1, 1981 by the ALA Council) which holds that the parent or guardian is the only person who may restrict his/her child's access to library materials.

Selections should meet the informational and recreational needs of young people through age 12. Consideration includes originality, accuracy and timeliness, imagination, graphics, vocabulary, content and format, all suitable for the child's age.

Books with controlled vocabulary are required to provide children incentives to practice and develop reading ability.

School texts will not be duplicated.

Appropriate material about sex and sexuality is selected to provide sound and reliable information for young people.

- B. Young Adults: Material for young adults will meet the selection standards as well as help them:
- To increase their knowledge and enjoyment of reading,
 - To make transition from simple to more complex reading,
 - To be informed,
 - To view incidents and characterizations that reflect adolescent experiences,
 - To increase their vocabulary,
 - To value and appreciate material as a whole,
 - To help them understand sex and sexuality by way of material evaluated on the basis of accuracy and timeliness of information, style or presentation, and its intrinsic contribution to the collections.

- V. Goals of Acquisition: In order to better serve the patrons, the collection will be added upon to include the current and timely and present new and accurate information.
- VI. Replacements: Consideration for replacement of titles lost, damaged, or worn will be based on availability, circulation records, inclusion in standard bibliographies, timeliness, value to the collection, space limitations, and budget.
- VII. Discards: The Library will discard outdated material, items no longer of interest or in demand, duplicates, worn or mutilated copies, and material that no longer contributes substantially to collection.

Disposition of discards: Discarded items may be sold, exchanged, or given to another non-profit organization at the discretion of the Library Director. Even though marked for discard, items may not be given to individuals.

- VIII. Gifts and Donations: Gifts of books and other materials are accepted with the understanding the Library Director will review items to determine if they are to be added to the collection. If not, they are added to the Friends used book sale or disposed of as the Library Director determines is appropriate.

Wasatch County Library
Reconsideration of Challenged Materials

The Wasatch County Library Board of Trustees, Director and Staff thanks you for your interest in the Library and its resources and takes seriously all concerns voiced by its patrons. The Library will add materials to its collection which at times may be deemed controversial. For this reason we are providing a procedure for the public to aid any criticism of library materials. The Library attempts a rapid response to those concerns but it may take as long as six weeks for the full review process.

If you question the suitability of materials in the library collection, please answer the following questions.

Name _____ Phone _____

Address _____

Do You Represent: Yourself _____ Organization(Name) _____

Title/Source _____

Author _____ Publisher _____

1. How was this material brought to your attention?

2. Have you read/heard/viewed the entire work? If not, what parts?

3. To what in this work do you object? Please be specific, cite pages, or scene.

4. What, in your opinion, is the theme of this work?

5. What do you feel might be the result of reading or viewing this work/ medium?

6. Do you know what literary critics and reviewers think of this work?

7. What would you like the library to do about this material?

8. Do you feel that your request is consistent with the Library Bill of Rights, The Freedom to Read Statement, the Access to Electronic Information, Services and Networks Statement and the Wasatch County Library Materials Selection Policy?

9. If this item were removed from the library, what similar material would you recommend to replace it?

10. Additional comments:

Signature _____

Submit completed form to:
Library Director, Wasatch County Library
465 East 1200 South
Heber City, Utah 84032