

2. COLLECTION DEVELOPMENT POLICY

2.1 Purpose

The collection development policy is intended to provide guidance, within budgetary and space limitations, for the evaluation, selection, purchase, and deselection of library resources that meet the diverse needs of residents of Wasatch County.

2.1.1 Definitions

The phrases "library materials" and "library resources" are used interchangeably and include, but are not limited to print (e.g. books, magazines, newspapers), non-print (e.g. audiobooks, compact discs, DVDs) and digital (e.g. databases, eBooks, eAudiobooks, eMusic, streaming video, internet information and other downloadable content).

2.2 Library's Mission Statement

The Mission of Wasatch County Library is to provide patrons with an expanding collection of resources to improve their lives.

2.3 Community Description

Wasatch County consists of roughly 1,200 square miles, centered on the scenic Heber Valley, which is defined by majestic Mt. Timpanogos and the Wasatch Mountains. The valley is close to Utah's major metropolitan area, yet it strives to retain its rural beginnings. Residents from Park City, Provo, Orem, and Salt Lake City have moved to Wasatch County to escape the urban environments in which they work. Thus, Wasatch County is experiencing exceptional population growth and rapidly becoming a culturally-diverse community.

The estimated population of Wasatch County is over 33,000 people. More than 8,000 residents are active library card holders. A large percentage of the registered library patrons are young families with children enrolled in the elementary schools, middle school and high school located in the county. In addition, many students are home-schooled. These families and students rely extensively on the collections, programs, and services the library provides. Other user groups include students attending the Utah Valley University Wasatch Campus located in Heber City, retired older adults who have chosen Wasatch County as their home, and immigrants whose primary language is other than English.

Recreation and tourism are major industries in Wasatch County, with Jordanelle, Deer Creek and Strawberry reservoirs offering great fishing, camping and boating. The Historic Heber Valley Railroad offers a ride back to a previous era. Horse shows, cowboy poetry gathering, rodeos, Indian Pow-Wows, car shows, experimental aircraft fly-ins and the Utah State High School Rodeo finals are only a few of the annual events taking place in Wasatch County during the year. The town of Midway's annual Swiss Days' and the Soldier Hollow Sheepdog Classic, an international sheepdog competition, are probably the most popular events. Also, Soldier Hollow is a major cross country skiing Olympic venue. The Dirty Dash, RAGNAR and Jordanelle Triathlon are increasingly popular.

All these long-term residents and short-term visitors bring to the library unique expectations for library services which have an impact on the way the library strives to provide diverse resources for a growing diverse group of users.

2.4 Responsibility for Selection of Resources

Ultimate responsibility for the selection of all library resources rests with the Library Director, who operates within the framework of policies established by the Library Board.

The Library Director delegates responsibility for the selection of library resources to designated staff for specific subjects and formats. These “Selectors” put a priority on purchasing high-demand titles. Selectors are responsible for ordering materials in anticipation of and response to demand. Selectors are knowledgeable about the community they serve, the publishing industry, and the distribution trends in their selection areas. It is the responsibility of each selector to look for opportunities to promote the library’s collection

2.5 Criteria for Selection

To support the diverse interests of residents of Wasatch County, the library strives to provide access to a broad and diverse range of materials. The scope of the library’s collection is high-demand, contemporary, popular materials. The library does not use one single standard that is applied in all cases when making a selection decision. Each type of material is considered in terms of its own merit and the intended audience. Some materials may be judged primarily in terms of artistic merit, scholarship or their value as human expression; others are selected to satisfy the informational, recreational, and entertainment needs of the communities the library serves. Items selected meet several, but not necessarily all of these criteria in order to be added to the collection.

The addition of any item to the library collection in no way represents an endorsement by the library of any theory, idea or policy contained in it. Generally, selection of materials will be based on the following criteria:

- Quality and suitability of physical format for library use
- Appropriateness of subject and style for the intended audience
- Present and potential relevance to community needs and interest
- Insight into human and social conditions
- Importance as a document of the times
- Relationship to existing collection and other materials on the subject
- Authority and reputation of the author, editor, illustrator, publisher
- Price
- Demand

While the library provides no direct curriculum support, the library does strive to work cooperatively with agencies, organizations, businesses, other libraries and the educational community to ensure that the library meets the needs of its users and to avoid duplication of services. Also, highly technical materials and scholarly studies of limited value to the community at large will generally not be added to the collection. However, through the Interlibrary Loan service at the State Library Division, the library provides users with access to materials beyond the scope of its collections from other libraries in Utah and around the country.

2.6 Description of the Selection Process

Selection of materials is done by researching and cross-referencing standard library sources including reviews in magazines and professional journals, subject bibliographies, lists of recommended titles, Internet blogs, webinars, library conferences, popular media, and patron recommendations and requests for specific materials.

2.6.1 Criteria used to select works of information and opinion (i.e. non-fiction) include:

- Accuracy of content
 - Timeliness of information
-

- Authority
- Comprehensiveness and depth of treatment
- Objectivity
- Clarity, accuracy, and logic of presentation

2.6.2 Criteria applied to select works of imagination (i.e. fiction) include:

- Sustains reader interest
- Vitality and originality
- Artistic presentation
- Effective characterization
- Authenticity of historical or social setting
- Representative of important genres, trends, or national culture
- Popularity of author

2.7 Deselection of Resources (Weeding)

The library periodically withdraws outdated resources which no longer contribute to the quality or balance of the total collection. These resources may include items that are:

- Superseded by a new edition or a better work on the same subject
- Of little or diminished interest to the community
- Worn or damaged
- Outdated or inaccurate
- No longer within the scope of the collection
- In a format which is no longer viable

Gifts, memorials, and donated items may be withdrawn from the collection using the criteria above. Withdrawn resources may be sold, exchanged, donated to nonprofit or educational organizations, or recycled at the discretion of the Library Director.

The deselection of library materials is vested in the Library Director who authorizes qualified staff to perform this process.

2.8 Formats

In its effort to satisfy the interests of a broad range of users, the library provides a wide selection of print and non-print formats that are viable and discontinues ordering or phases out formats no longer available or in demand. New types of materials or developing formats will be acquired and made accessible, as they are evaluated to be suitable, meaningful, and relevant to the community based on the stated selection criteria.

2.9 Recommendations and Requests for Purchase

The library encourages requests for purchase of specific titles or subject areas with the understanding that not all such requests can be accommodated. Purchase requests will be considered using the same criteria for selection decisions. Library users are encouraged to submit requests using the Request for Material Purchase form.

2.10 Gifts and Donations of Materials

Gifts of material or funds to purchase materials are welcome. Upon receipt, gifts, memorial donations, and funds become the property of the library. Library selectors evaluate these materials using the same selection criteria as purchased resources and decide whether to add them to the library's collections. Gifts and donated resources not added to the collection, may be sold, exchanged, given to other organizations, or discarded. Separate shelving of gift items added to the collection are not provided. All unsolicited materials from individuals, authors, vendors, publishers, and organizations are considered gifts or donations and become the property of the library.

2.11 Special Collections

The Wasatch County Library maintains a local history collection. Although library users may use items in this collection, to protect the unique character of these materials, this collection is maintained in a locked glass.

2.12 Concerns about Library Resources

The library will not automatically exclude resources because of the race, nationality, gender, sexual orientation, age, or the social, political, or religious views of the authors. Nor will the controversial nature of certain subjects, authors, or language be cause for automatic exclusion. Each item will be selected on its individual merit and role in the collection.

The library also seeks to provide awareness of cultures, traditions, and ideas not widely represented in Wasatch County. Creative works in all media are chosen to meet the wide variety of informational, educational, and recreational needs of community members. Works treating all aspects of human experience, theoretical ideas, historical topics, and current issues will be available to library users.

The library recognizes that some materials address issues that some individuals may find controversial or objectionable. Whenever any patron questions the presence or absence of items in the library's collection, the concern will be given prompt consideration. Patrons are welcome to discuss their concerns about items in the collection with the appropriate staff. If the conversation does not adequately resolve the patron's concern, the patron may submit a "Statement of Concern about Library Resources Form" to the Library Director.

Material and resources undergoing review within the context of the formal Request for Reconsideration Process will not be withdrawn from the collection pending resolution of the process.

2.12.1 Request for Reconsideration Process

- Patron submits a completed "Statement of Concern about Library Resources Form" to the Library Director.
- The Library Director acknowledges receiving the form and convenes an ad hoc resource review committee.
- The ad hoc resource review committee issues a recommendation to the Library Director.
- The Library Director communicates her/his decision to the patron within 30 days of receiving the "Statement of Concern about Library Resources Form."

2.12.2 Appeal

- The patron may appeal the Library Director's decision by submitting a request to the Chair of the Library Board via letter or email.
- The Library Board reviews the request and invites the patron to present her/his concerns at the next regular open and public meeting.

- The Library Board may choose to delay a vote until the next regular Library Board meeting to consider the information presented by the patron.
- The Chair of the Library Board communicates the Board’s decision to the patron within 45 days of the patron’s appearance before the Board.
- The Library Board’s decision shall be final.

2.13 Statements Endorsed

The Wasatch County Library reaffirms its endorsement of the principles documented in the *Library Bill of Rights* of the American Library Association. The library upholds the right of the individual to seek information, even though the content may be controversial, unorthodox, or unacceptable to others. Materials available in the library present a diversity of viewpoints, enabling citizens to make the informed choices necessary in a democracy.

2.14 Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person’s right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people’s privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019. Inclusion of “age” reaffirmed January 23, 1996.

2.15 Statement of Concern about Library Resources Form

DATE
NAME
ADDRESS
CITY, STATE, ZIP
PHONE
EMAIL

Resource on which you are commenting:

- | | | |
|------------------------------------|---|--|
| <input type="checkbox"/> Book | <input type="checkbox"/> Magazine | <input type="checkbox"/> e-Book |
| <input type="checkbox"/> Audiobook | <input type="checkbox"/> Newspaper | <input type="checkbox"/> e-Audiobook |
| <input type="checkbox"/> DVD | <input type="checkbox"/> Content of Library Program | <input type="checkbox"/> Streaming Video |
| <input type="checkbox"/> CD | <input type="checkbox"/> Content of Library Exhibit | <input type="checkbox"/> Other _____ |

TITLE
AUTHOR/DIRECTOR
PUBLICATION/RELEASE DATE
1) What brought this resource to your attention?
2) To what do you object? Please be as specific as possible.
3) Have you read or listened or viewed the entire content? If not, what parts?
4) What do you feel the effect of the material might be?
5) For what age group would you recommend this material?
6) In its place, what material of equal or better quality would you recommend?
7) What do you want the library to do with this material?
8) Additional comments:

Submit the completed form to:
 Library Director
 Wasatch County Library
 465 E 1200 S
 Heber City, UT 84032

APPROVED and ADOPTED by WASATCH COUNTY LIBRARY BOARD the _____