



Collection Development Policy

In the adoption of this policy, recognition has been given to the needs of a diverse community. Selection of Waynesboro Public Library materials is the responsibility of the City Librarian (Library Director) and designated members of the staff. The following broad guidelines are provided by the Board to assist, but not limit, the work of the City Librarian (Library Director) and staff:

1. Selection of materials will be made on the basis of value to the community. No material will be excluded because of the race, nationality, gender, religion, political or social views of the author or the subject.
2. As far as budget, space and availability allows, there will be an effort to provide materials which present to the fullest practical measure all points of view. The presence of resources in the Library does not indicate endorsement of their content by the Library.
3. Materials will be acquired using standard professional selection resources as well as requests and other input from the community.
4. The Library will resist any pressure to restrict the choices of the users of the Waynesboro Public Library and does not accept the role of censoring the Library collection on behalf of any group or individual. In seeking to develop a collection which represents many viewpoints, providing information and entertainment to a range of users, the Library does acquire books and other materials which are not acceptable to the beliefs of everyone.
5. Access to materials will not be restricted to anyone. The responsibility for children's and adolescents' materials use belongs to the parent or legal guardian.

The Waynesboro Public Library Policy on the Selection of Library Materials is supported by the following documents which are hereby considered part of the policy:

1. The Library Bill of Rights
2. The Freedom to Read Statement of the American Library Association and the Association of American Publishers

MATERIALS

1. Fiction

WPL will maintain a collection of works of fiction of a wide interest for the general public ranging from popular materials to classics from all periods of literature. Because it is the duty of WPL to ensure the rights of mature readers, no book will be eliminated from consideration because of language, violence, or sexual content so long as the use of these elements is an integral part of the work.

2. Religion

WPL will maintain a collection of materials that present the fundamental concepts and beliefs of various religions to offer a well-rounded collection on major religions and their sacred writings. WPL will not add proselytizing materials to the collection, but it encourages popular presentations of new ideas and movements in religion.

3. Health and Medicine

WPL will maintain a collection of standard and popular materials in the areas of health, nutrition, hygiene, diseases, and medicine that are aimed at the general public. These works include scientific and authoritative materials on human sexuality for the general user of every age and reading level.

4. Law

WPL collections may include materials for the general user dealing with the philosophy of law as well as specific areas of law such as taxation, family law, and real estate. Laws of the City of Waynesboro as well as of the Commonwealth of Virginia are made available. The laws and regulations of the United States or other states are also available through the Internet.

5. Government and Economics

WPL will work as appropriate to maintain a balanced collection on American government and economics as well as international government and economics.

6. Textbooks

Textbooks are not added to the collection.

7. Genealogy

WPL collections in genealogy is limited primarily to how-to materials. The local history collection includes materials on Waynesboro, and some surrounding areas. Appropriate works by local authors and family histories are included in the collection. Other genealogical information is available through the Internet.

8. Self Published Materials.

The Waynesboro Public Library welcomes the growing opportunities that self-publishing methods offer local writers and others to make materials accessible through non-traditional means. The library receives many requests from self-published authors for inclusion of their work in our collection. Often these works are not reviewed in standard published sources and may not meet our criteria for selection. Local authors and self-published books of local interest will be given special consideration for acquisitions. Any book donated by self-published authors become the property of the library and will be considered for inclusion on its own merit.

JUVENILE MATERIALS & YOUNG ADULT MATERIALS

WPL will maintain a collection of materials suitable in interest and comprehension to children from birth through the eighth grade. WPL will maintain a collection of materials of interest to middle school and high school students. The materials are not of a curricular nature although they may supplement the curriculum of the local schools.

Materials for children and teenagers are intended to broaden their vision, support recreational reading, encourage and facilitate reading skills, supplement their educational needs, stimulate and widen their interests, lead to recognition and appreciation of literature, and reflect the diversity of the community. The reading and viewing activity of children is the responsibility of parents, who guide and oversee their own children's development.

Multiple copies of titles are purchased to meet demands where possible. However, WPL does not purchase multiple copies to meet the demands of school reading lists.

MEDIA

Library staff will select current formats using the same selection criteria as those for selecting print materials

CRITERIA FOR SELECTION

- Public demand, interest or need
- Contemporary significance, popular interest or permanent value
- Attention of critics and reviewers
- Prominence, authority or competence of author or publisher
- Timeliness of material
- Relation to existing collection

SUGGESTIONS FOR PURCHASE

Suggestions by patrons are always encouraged and may be made to any staff member who will complete the online Patron Request form. Consideration will be given to all patron requests, but purchase is not guaranteed

DONATIONS

Gifts and donations must meet the same criteria for selection as those materials which the library purchases. Donated materials become the property of the library and no conditions shall be attached to their use. Donated materials may be given to the Friends of the Library book sale. Gifts to honor or memorialize are accepted and selected with input from the donor and the Library Director.

DESELECTION, REPLACEMENT, AND WEEDING

Weeding the collection is an essential part of the collection development process. Weeding must be continuous so that the highest standards will be met. The following guidelines for weeding will apply:

1. Dated materials that are no longer relevant will be discarded. Standard guidelines for weeding various subject areas of the collection will be used (for example, medical and financial materials will be deemed out-of-date well before most historical works).
2. Badly worn materials or damaged items will be discarded, mended, or replaced.
3. Items with poor circulation statistics will be reviewed regularly.
4. As stated in the Code of Virginia, Title 15.2-953, "public library materials that are discarded from the collection may be given to nonprofit organizations that support library functions, including, but not limited to, friends of the library, library advisory boards, library foundations, library trusts and library boards of trustees". (Standard practice in WPL is that withdrawn materials are offered to branch Friends first.)The Library may offer select discarded materials that are not irreparably damaged, dirty, out-of-date, etc. to the Friends of the Library to be included in their book sales. Withdrawn materials may occasionally be offered to community organizations to be distributed for reuse, upon request at the Library Director's discretion. Obsolete and damaged materials are sent for recycling.

REVIEW LITERATURE

WPL staff relies on specific review media as well as professional discretion and community interest in the selection of materials. The following is a partial list of sources:

1. Library Journal
2. School Library Journal
3. Booklist
4. Publishers' Weekly
5. VOYA (Voice of Youth Advocates)
6. Washington Post Book Review
7. New York Times Book Review

Approved by the Waynesboro Library Board of Trustees, April, 2021.