

MATERIALS SELECTION POLICY

The Director of the library shall be responsible for selection of books and other materials. Library materials (print and non-print) shall be chosen on the basis of their value in terms of interest, information and enlightenment of all people of our community. No library material shall be excluded because of the origin, background, or views of those contributing to their creation.

Library materials should be of sound factual authority and may represent all points of view concerning the problems and issues of our times.

Materials for individuals of varying ages, educational levels and interest should be acquired.

The Director may accept or reject the gift of library materials. Gifts shall be accepted only with the stipulation that the library will use them as it sees fit.

The authority and responsibility for the selection of library materials are delegated by the Library Board to the library director and, under his or her direction, to staff members who are qualified for this activity.

No employee may be disciplined or dismissed for the selection of library materials when the selection is made in good faith and in accordance the written policy. Suggestions from patrons are welcome and will be considered using the same criteria as all other selections.

Library materials will be selected in a variety of formats including, but not limited to, print, video, sound recording, and electronic media. Each type of material must be considered in terms of its own excellence and the audience for whom it is intended. No single standard can be applied in all cases. Some materials may be judged primarily in terms of artistic merit, scholarship, or value to humanity; while others are selected to satisfy the informational, recreational, or educational interests of the community.

Reviews in professionally recognized periodicals are a primary source for materials selection. Standard bibliographies, indexes, book lists by recognized authorities, including best seller lists, and the advice of competent people in specific subject areas also may be used.

The library keeps the collection vital and useful by retaining or replacing essential materials, and by removing, on a systematic and continuous basis, those works that are worn, outdated, of little historical significance, or no longer in demand. Materials which are removed from the library collection may or may not be made available for public purchase at book sales.

The Hudson Area Association Library endeavors to build a collection representing varying points of view. The choice of library materials by users is an individual matter. Responsibility for the reading materials of children and adolescents rests with their parents or legal guardians. While a person may reject materials for himself or herself and for his or

her children, he or she cannot exercise censorship to restrict access to the materials by others. The library supports intellectual freedom and has adopted the following statements as policy: *ALA Freedom to Read Statement*, *ALA Library Bill of Rights*, and the “Freedom to View” statement of the American Film and Video Association.

Reconsideration of Materials

Requests for reconsideration may be made only by registered patrons, and shall be made in writing and given to the library director for a written response. Appeals from the Library Director’s decision may be directed only to the Board for their final decision.

Should any registered patron of the Hudson Area Association Library raise a question about any materials provided by the Library being in any way objectionable, the complainant must file a written complaint with the Library Director. The complainant must be properly identified before the request is considered.

The Director shall

- a. read and examine the challenged material
- b. consider the specific objections to the material voiced by the complainant
- c. weigh the values and faults of the material as a whole
- d. where appropriate, solicit advice or opinion from other library Directors, the Mid-Hudson Library System , the American Library Association Office for Intellectual Freedom and the New York State Intellectual Freedom Committee.
- e. issue a written report within ninety days to the Board containing his or her recommendations concerning any complaint.

The Board shall review the report of the Director and notify the complainant.

Hudson Area Association Library Reconsideration of Library Resources

The Board of Trustees of the Hudson Area Association Library, has delegated the responsibility for selection and evaluation of library resources to the Library Director, and has established reconsideration procedures to address concerns about those resources. This form is requests information that would be helpful in reviewing a request.

If you wish to request reconsideration of library resources, please return the completed form or a letter with this information in it to Library Director, Hudson Area Association Library, 400 State Street, Hudson, New York 12534.

Date _____

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____

Do you represent self? _____ Organization? (Name) _____

Resource on which you are commenting: _____ Book _____ Audio _____ Video
_____ Magazine _____ Library Program _____ Newspaper _____ Electronic
_____ Other (please specify) _____

Author _____

Title _____

Publisher/Producer _____

What brought this resource to your attention?

Is your objection to this material based upon your personal exposure to it, upon reports you have heard, or both?

Have you examined (read/heard/seen) the material in its entirety?

What concerns you about the resource? Please cite specific passages, pages, etc. (use other side or additional pages if necessary) Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?