

# OXFORD COUNTY LIBRARY COLLECTION DEVELOPMENT POLICY

Board Motion Number: L08-080 Date of Review: \_\_\_\_\_

Date Approved: December 15, 2008 Chairperson's Signature: \_\_\_\_\_

## **Intent:**

This Policy serves:

To provide direction to those responsible for the selection of library material and to inform the public of the policy guiding the selection of this material.

## **Regulation:**

Oxford County Library Board has adopted the following statements on Intellectual Freedom:

### **Canadian Library Association Statement on Intellectual Freedom**

All persons in Canada have the fundamental right, as embodied in the nation's Bill of Rights and the Canadian Charter of Rights and Freedoms, to have access to all expressions of knowledge, creativity and intellectual activity, and to express their thoughts publicly. This right to intellectual freedom, under the law, is essential to the health and development of Canadian society. Libraries have a basic responsibility for the development and maintenance of intellectual freedom. It is the responsibility of libraries to guarantee and facilitate access to all expressions of knowledge and intellectual activity, including those which some elements of society may consider to be unconventional, unpopular or unacceptable. To this end, libraries shall acquire and make available the widest variety of materials. It is the responsibility of libraries to guarantee the right of free expression by making available all of the library's public facilities and services to all individuals and groups who need them. Libraries should resist all efforts to limit the exercise of those responsibilities while recognizing the right of criticism by individuals and groups. Both employees and employers in libraries have a duty, in addition to their institutional responsibilities, to uphold these principles.

### **Ontario Library Association Statement on the Intellectual Rights of the Individual**

In affirming its commitment to the fundamental rights of intellectual freedom, the freedom to read and the freedom of the press, as embodied in the Canadian Charter of Rights and Freedoms, the Ontario Library Association declares its acceptance of the following propositions:

- That the provision of library service to the Canadian public is based upon the right of the citizen, under the protection of law, to judge individually on questions of politics, religion and morality.
- That intellectual freedom requires freedom to examine other ideas and other interpretations of life than those currently approved by the local community or by society in general, and including those ideas and interpretations which may be unconventional and unpopular.
- That freedom of expression includes freedom for a creator to depict what is ugly, shocking and unedifying in life.

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- That free traffic in ideas and opinions is essential to the health and growth of a free society and that the freedom to read, listen and view is fundamental to such free traffic
- That it is the responsibility of libraries to maintain the right of intellectual freedom and to implement it consistently in the selection of books, periodicals, films, recordings, other materials, and in the provision of access to electronic sources of information, including access to the Internet.
- That it is therefore part of the Library's service to its public to resist any attempt by any individual or group within the community it serves to abrogate or curtail access to information, the freedom to read, view and listen by demanding the removal of, or restrictions to library information sources in any format.
- That it is equally part of the Library's responsibility to its public to ensure that its selection of material is not unduly influenced by the personal opinions of the selectors, but determined by the application of generally accepted standards of accuracy, style and presentation.

This Policy will be reviewed at least once per Library Board term.

### **Procedure:**

#### Responsibility and Selection:

Responsibility for selection and maintenance of the collection rests with the Chief Librarian, and it is thus her/his decision what is ordered and what remains in the collection. This decision-making may be delegated to staff except in cases of titles that may be extremely contentious or controversial.

#### Access:

The library will provide free and open access to comprehensive information. Physical access to library materials will not be restricted except for purposes of protection against theft or damage.

Access is not restricted by age. Responsibility for the use of the collection by children rests solely with their parents or legal guardians.

#### Criteria for selection:

- Suitability of format for library use
- Public demand
- Importance of subject matter in relation to community needs
- Suitability of subject, style, and reading level for intended audience
- Authority or significance of author
- Canadian content
- Authority and standards of the publisher
- Quality of writing, production, illustration
- Recommendations of critics or reviewers

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- Scholarship, timeliness, permanence
- Availability through other libraries or institutions
- Purchase price and other budgetary considerations

It is not required that all or most criteria be met to be acceptable.

The selection of an item for the collection does not indicate the library's endorsement of its content.

Recommendations for purchase:

The library will attempt to respond to public suggestions for purchase, in accordance with the Collection Development Policy.

Gifts and Donations:

Gifts and donations must satisfy general selection criteria for addition to the collection.  
**<see also Fundraising Policy>**

Requests for reconsideration:

The library recognizes the right of any individual to object to materials in the collection. Individuals who object to materials in the collection may express their concern by completing a "Request for Reconsideration of Oxford County Library Material". These forms are available at the branch libraries or on-line.

The final decision regarding library materials rests with the Chief Librarian.

Maintenance of the Collection:

The library will undertake regular and on-going deselection to eliminate outdated materials, materials no longer of interest, worn or damaged items.

Frequency of circulation, local content, and availability of newer, more up-to-date materials will be prime considerations.

Authority for deselection rests with the Chief Librarian or designate.