



## **Collection Development & Maintenance Policy**

### **Purpose and Scope**

The purpose of the Wallingford Public Library (WPL) Collection Development and Maintenance Policy is to guide library staff in selection of library materials. This policy hereby informs the public about the principles and practices upon which library staff make material selections.

Library materials shall be provided for the interest, information and enlightenment of all Wallingford residents, and represent a wide range of varied and diverging viewpoints in the collection as a whole. WPL is a place for voluntary inquiry, the dissemination of information and ideas, and the promotion of free expression and free access to ideas by Wallingford residents.

### **Responsibility of Selecting Library Materials**

The Board of Managers develops the acquisitions budget and may participate in and/or delegate to the Library Director the responsibility for selection, purchase, and weeding as outlined in this policy.

Per Public Act 25-168 Sec.322(c)(3), WPL recognizes the librarians to be professionally trained to curate and develop a collection that provides residents with access to the widest array of library and educational materials

With the guidance of the Library Director, librarians have the authority to:

- Approve or disapprove selection recommendations from other staff and the public.
- Make final decisions on the withdrawal of circulating materials, the rebinding of books, repackaging of audiovisual materials, replacement orders, and the addition of gifts to the cataloged circulating collection.
- Review various collections in the library, evaluate the contents, and make reports and recommendations to the Library Director.
- Continually review library and other educational material using professionally accepted standards, which shall include, but not be limited to, the material's relevance, the physical condition of the material, the availability of duplicates or copies of the material, the availability of more recent age-appropriate or grade-level-appropriate material, and the continued demand for the material.

### **Selection Criteria**

Library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in section 46a-64 of the general statutes, including, but not limited to, discrimination based on race, creed, color, national origin, ancestry, sex, gender identity or expression, marital status, age, lawful source of income, intellectual disability, mental disability, physical disability, status as a veteran, or status as a victim of domestic violence.

### **Digital Collections/Databases**

Electronic materials play an important role in WPL's collection. These materials include databases, e-books, e-audiobooks, and downloadable and streaming media. Certain digital



collections WPL makes accessible to users are governed by the vendor's specific terms of services, including patron residency and minimum age requirements.

### **Gifts/Donations**

The Wallingford Public Library welcomes gifts of books and other materials for the collection, and applies them to the same standards of selection that govern purchases. Gift materials are accepted with the understanding that those that meet the Library's selection criteria may be retained and those that do not may be redistributed to sell, display or eliminate.

Books and other library materials purchased from gift and memorial funds are marked with appropriate book plates at the donor's request, in accordance with WPL's Gifts Policy

### **Intellectual Freedom and Censorship**

#### **IF Statements**

WPL subscribes to the Library Bill of Rights, Freedom to Read Statement, and Freedom to View Statements, which have been approved by the American Library Association. In accordance with these statements, no library material shall be rejected solely because of the subject it treats; the degree of orthodoxy with which the subject is treated; the race, sex, nationality, or the political, social or religious views of the author; or because the material does not happen to be in accord with the beliefs and opinions of librarians or library users.

The selection of any given item is not a library endorsement of the viewpoints expressed. Nor are selections made on the basis of any anticipated approval or disapproval, but on the merits of the work in relation to the building of the collection and serving the needs of the readers. WPL will make every attempt to provide materials representing diverse viewpoints on public issues of a controversial nature.

#### **Controversial Materials**

WPL will reflect within its collection differing views on controversial or debatable subjects. WPL does not promulgate particular beliefs or views, nor does the selection of an item express or imply an endorsement of the author's viewpoint. Library materials will not be marked or identified to show approval or disapproval of the contents; nor will items be sequestered, except for the purpose of protecting them from damage or theft.

#### **Materials Review and Reconsideration Policy**

Comments from members of the community about the collection or individual items in the collection frequently provide librarians with useful information about interests or needs that may not be adequately met by the collection. WPL welcomes expression of opinion by patrons, but will be governed by the Collection Development and Maintenance and Library Material Review and Reconsideration Policies in making additions to or deleting items from the collection. Patrons are encouraged to contact the Library Director directly when they have concerns about an item in the collection.

Please see WPL's Library Material Review and Reconsideration Policy and form for further information on this process.



Reconsideration requests for library materials, displays and/or programs are limited to "individuals with a vested interest" per Public Act 25-168 Sec.322 (3) as any individual residing in Wallingford at the time the reconsideration form is filed.

This policy is in accordance with Public Act 25-168 Sec. 322, 32

*Approved by Library Board of Managers November 24, 2025. This policy replaces the Selection of Materials Policy.*