

## **Jemez Springs Public Library**

### **Collection Development Policy 2023-2028**

#### **Mission Statement**

The mission of the Jemez Springs Public Library is to provide general information, recreational reading, library programs and current information technology in an array of formats to the residents of the Jemez Valley communities and visitors. The library provides resources for those seeking formal education/research, job/career training, business/entrepreneur resources, social services, local history/genealogy research, and community connections.

#### **Objective of Selection**

The Jemez Springs Public Library provides books and other materials of value and interest for all ages, and in as many subject fields as possible within budgetary limitations. The library also strives to cover the need for materials of a current nature including materials treating all sides of controversial issues.

The Jemez Springs Public Library adheres to the principles of the American Library Association's Library Bill of Rights and Freedom to Read Statement in regard to the availability of a wide diversity of views and expression in its collection and programs.

#### **Selection Criteria**

Materials are selected in accordance with the objective. Library materials shall be selected with the broadest reading tastes, personal conviction and educational level of all users in mind as well as an overall need to maintain a well-balanced collection. For patron-requested materials not purchased by the library, the New Mexico State Library's Inter-Library-Loan system is utilized when possible, with the exception of fiction dvd titles due to excessive postage expenses.

The Library Director is responsible for making selections. Library Staff may participate in the selection process with the final purchases being the responsibility of the Library Director. The selections are based on requests and recommendations from patrons, lists of award winning titles, professional journals, reviews, online bestseller lists and publishers' catalogs.

Non-traditional items are selected by identifying local needs and interests which can be supported with the Library of Things collection.

#### **Collection Trends**

The current collection is observable via the online catalog or a visit to the library. Previous trends can be observed via amounts spent on various sections of the collection. Library expenditure data for types of materials is available on the New Mexico State Library Website in the Annual Report information.

#### **Funding.**

Funding for collection development is available through the Village of Jemez Springs annual

budget, the Sandoval County GO Bond funds for libraries, the State Library GO Bond and State Grants in Aid funds, and the Friends of Jemez Springs Public Library.

### **Donations.**

Jemez Springs Public Library encourages and welcomes gifts, memorials and other donations to be used for the benefit of the library community. The library accepts gifts of books and other materials with the understanding that they will be added to the collection only when they are needed. Donations not entered into the collection will be donated to the Friends of the Library fundraising project, the Book Barn. Upon request, a letter of receipt will be issued for donated items. However, determination of monetary value of a gift will be left to the donor.

### **Collection maintenance.**

Weeding of the collection is done at the discretion of the Library Director. Materials are weeded continuously and according to accepted professional practices. Materials may be removed from the collection due to age, outdated information, condition, publication of better materials, lack of usage in recent years, or a combination of these factors.

### **Complaints and Censorship.**

The Jemez Springs Public Library adheres to the principles of the American Library Association's Library Bill of Rights and Freedom to Read Statement in regard to the availability of a wide diversity of views and expression in its collection and programs.

The library welcomes the suggestions of active patrons and pursues all patron requests for materials to the best of our ability. An active patron has checked out at least one item in the preceding year. If an active card-holding JSPL full-time adult resident who has been a patron for at least three months brings forth a complaint about library materials the following procedure will be implemented:

1. The concerned patron will be offered the opportunity to discuss their concern with the Library Director. If the patron is dissatisfied with the result of this discussion and wishes to pursue the issue, the patron will be required to complete and submit a Statement of Concern form.
2. The director will review the complaint and will respond in writing.
3. If the issue is still not resolved to the patron's satisfaction, the complaint will be taken to the Library Board, along with any supporting documentation from the patron and/or the Library Director.

The Library Board will prepare a written response to the patron.

**Date of Policy:** June 20, 2023