

## Collection Development Policy

The Alameda County Library strives to meet the informational, recreational, and cultural needs of the community by providing access to a wide variety of Library resources in the formats, media, and languages sought by members. The Library supports members in their search for reliable, up-to-date information, greater knowledge, and an enhanced quality of life.

A primary responsibility of the library is to encourage and support reading. To do so, the Library develops collections of reading materials of interest to community members. Access to reading materials at an early age is foundational to an individual's personal and professional success. Free and open access to Library collections enables reading opportunities for all ages.

The Library identifies and responds to changing demographics, community interests, and current events to develop relevant collections. The principle of open access to diverse perspectives and ideas guides the Library's selection process.

The Library seeks to offer materials that reflect multiple points of view on controversial issues. An item will not be excluded from the Library's collections solely because its content is controversial.

It is the policy of the Library to remain neutral on public issues. The Library does not endorse the opinions or points of view expressed in its collection of materials. Materials are selected using professional standards, regardless of the personal views of Library staff.

Responsibility for the selection of materials rests with professionally trained librarians who evaluate materials within the context of this policy. They are guided by criteria delineated in the Library's collection development plan and constrained by the limits of available resources.

The Library's collection development plan provides guidance on the selection of useful formats, the organization of collections for ease of discovery, and the everyday operational elements of collection development assignments and practices. The County Librarian has the final responsibility and authority in determining the content of the Library's collection.

To maintain an up-to-date and attractive collection of materials free from obsolete, worn, or no longer useful items, the Library regularly deselected materials. Deselected materials are removed from the collection in compliance with procedures approved by the Board of Supervisors (see *Procedures for Alameda County Discarded Materials*).

As part of a continuous selection/deselection cycle, professionally trained librarians use tools to adjust the Library's collections to meet the current and future needs of members. These tools enable professionally trained librarians to evaluate the Library's collections on a cyclical and ongoing basis.

Use of Continuous Review, Evaluation, And Weeding (CREW) guidelines help staff identify and deselect worn, outdated, and/or unused materials from the collection while allowing staff to simultaneously learn about collection strengths, weaknesses, gaps, and needs. CREW guidelines used industry-wide can be found at [www.tsl.state.ts.us/ld/pubs/crew/index.html](http://www.tsl.state.ts.us/ld/pubs/crew/index.html).

Alameda County Library's collections are not static; they are ever-changing, dynamic, and reflective of our constantly transforming communities.