

Document Type:	Policy
Number:	5.01
Effective:	03-01-2011
Revised:	05-10-2023
Last Reviewed:	05-14-2025

COLLECTION DEVELOPMENT AND MAINTENANCE

The purpose of this policy is to articulate the role of the Library's collection in the community and provide direction to staff members in their role as selectors. The Board endorses and incorporates as a part of this policy the American Library Association's Library Bill of Rights (Exhibit 5.01a) and Freedom to Read Statement (Exhibit 5.01b).

The Board recognizes that the citizens of Boise possess widely diverse and separate interests, backgrounds, cultural heritages, social values and needs. This policy is designed to support the Library's mission and service priorities, within budgetary and space limitations, and serve the needs of all citizens of Boise regardless of age, sex, race, religious creed, national origin, ancestry, physical or mental disability, sexual orientation, gender identity, or political or social views. This policy is meant to document current collection management policy and further public understanding of the purpose, nature and philosophy behind the library's collection management practices. This policy includes all material in any format.

The Collection Development staff will continually assess the collection using the associated board approved policies and regulations. Selectors choose popular materials for varying levels of entertainment, education, reading levels, age level interests, differing social/religious customs and languages. The collection offers users a variety of formats, viewpoints and subjects.

Specifically, staff will acquire, make available, and encourage the use of materials in all media that:

1. help people know more about themselves and their world;
2. encourage informal self-education;
3. meet the diverse informational needs and recreational interests of all people in the community;
4. stimulate thoughtful participation in the affairs of the community, the country, and the world;
5. give access to a variety of opinions on matters of current interest and encourage freedom of expression;
6. support educational, civic, and cultural activities within the community;
7. aid in learning and improving job-related skills; and
8. assist the individual to grow intellectually and enjoy life more fully.

There is no single standard which can be applied in all cases when making an acquisition decision. Each type of material will be considered in terms of its own kind of excellence and the audience for which it is intended. Some materials will be judged primarily in terms of artistic merit, scholarship, or value as human documents; others will be selected to satisfy the recreational and entertainment needs of the community. Some materials evaluated are subject to widespread or local demand; items experiencing such demand may be added to the collection even though they do not meet

the general and specific criteria routinely used by staff in making selection decisions.

The Board encourages public input on Library collections and invites Boise residents to make recommendations for purchases. Such recommendations will be given serious consideration by Library staff in accordance with the general and specific criteria used in making selection decisions. Due to budget considerations, the Library may add only one format of a title (e.g. a physical print book may be offered rather than a digital audiobook).

The Director or designee shall examine the collection regularly for the purpose of selection, assessment and retention of materials. The same criteria will be used in weeding materials from the collection as are used in their acquisition. The collection is not intended to be archival in nature. Worn, damaged, and outdated materials as well as unnecessary duplicate copies are weeded from the collection on a regular basis. Due to space limitations, materials may also be withdrawn if they are not used or are superseded by a new edition or a more authoritative work on the same subject. Items may also be deleted if a more desirable format has been added to the collection.

The ultimate responsibility for selection rests with the Director, who operates within the framework of this policy.