

PROCEDURES MANUAL

Subject: MATERIALS SELECTION POLICY

Effective Date: September 2007Review Date: September 2010Prepared By: Library DirectorApproval: Barbara S. Custen
Library Director

The Materials Selection policy is adopted by the Board of Library Trustees to establish policies governing the scope and content of the Library's collection and establishing responsibility for selection and withdrawals from the collection. It is the single most important policy established by the Board.

MATERIALS SELECTION POLICY:

The Riverside Public Library (RPL) serves diverse individuals and groups. It provides access to materials reflecting a multiplicity of views. It asserts that American democracy functions only if the full range of human ideas is accessible to the public. While some ideas may not be held by the majority, the First Amendment to the U. S. Constitution protects the free expression of those ideas. The public library is a marketplace of ideas that are contained in varied and divergent materials. It does not sacrifice the interests of one group to satisfy the interests and beliefs of others.

RPL maintains that the use of library materials is an individual and private matter. While all persons are free to select or reject materials for themselves, they cannot restrict the freedom of others to read or inquire. Parents or legal guardians have the primary responsibility to guide and direct the reading of their own minor children. Selection of adult materials will not be limited by the possibility that minors may encounter them.

While the Riverside City Charter (Section 710) (d) authorizes the Board of Library Trustees "to purchase and acquire books, journals, maps, publications and other supplies peculiar to the needs of the Library", the Board delegates to the Library Director responsibility for selection. Individual items which in and of themselves may be controversial or offensive to some may be appropriately selected if their inclusion in the collection will contribute to the balance and effectiveness of the collection as a whole. Members of the public who wish to have an item reconsidered for inclusion or exclusion from the collection are invited to use the established procedure for registering their intent. The Library Board will hear the public's concern if staff response does not satisfy them.

In support of the above principles, the Board of Library Trustees adopts the *Library Bill of Rights*, the *Freedom to Read* statement, the *Freedom to View* statement, the *Statement on Libraries and Intellectual Freedom*, *Free Access to Libraries for Minors*, *Challenged Materials*, and *Statement on Labeling*.

Approved by the Board of Library Trustees at their meeting of September 24, 2001.