

## NORWELL PUBLIC LIBRARY SELECTION POLICY FOR LIBRARY MATERIALS

The purpose of the Norwell Public Library materials selection policy is to guide the library staff and to inform the public about the principles upon which selections are made. A policy cannot replace the judgment of professional librarians, but stating goals and indicating boundaries will assist them in choosing from a vast array of available materials.

### Objectives of the Library

The primary objective of the Norwell Public Library, as a multi-purpose organization, is to select, organize, preserve, and to make easily available to the people of the community printed and other materials, within the limitations of space and budget, which will aid them in the pursuit of their cultural, informational, and recreational interests and needs.

The Library seeks to promote endeavors which will stimulate and expand the varied interest of adults, teens, and children and to coordinate this work with that of other educational, social, and cultural groups in the community in cooperative effort. It is the responsibility of the Library to satisfy the diverse reading needs and interests of the community through selection, acquisition, and organization of library materials and to provide skilled guidance in their use. This can be done by making known the resources of the Library through various activities and media within and outside the Library, and through utilization of the collections of other libraries at its disposal.

In its selection of books and other materials, the Norwell Public Library subscribes fully to the principles adopted by the American Library Association in its Library Bill of Rights and its Freedom to Read Statement, along with *Diverse Collections: An Interpretation of the Library Bill of Rights*. It is the function and duty of the public library to provide the means, whenever possible, through which all persons may have free access to the thinking on all sides of an idea. Censorship of books and other materials, urged or practiced by such organizations, must be challenged by libraries in maintenance of their responsibility to provide public information and enlightenment through various media.

### Selection Criteria

Items added to the library collection are done so based on one or more of the following criteria:

Appeal and relevance to community interests

In demand or recommended by library users

Author's significance or reputation

Importance as an historical record, materials of local significance

Relevance and relation to existing collections; scarcity or abundance of other material

Cultural significance and critical acclaim

Cost in relation to the individual title and to the overall collection

Physical quality of format for intended use

Availability elsewhere through interlibrary loan or other cooperative arrangements  
Diversity of viewpoint  
Literary merit and/or professional reviews  
Content by and about a wide array of people and cultures to authentically reflect a variety of ideas, information, stories, and experiences

#### Responsibility for Materials Selection

Ultimate responsibility for materials selection policy lies with the Board of Trustees. The Board of Trustees delegates to the Director of the Library the selection of library materials and the development of the collection. The Director oversees and delegates decisions regarding selection and acquisition of materials, deselection, and discarding to professional staff members who are responsible for subjects and sections in their areas of expertise, and guided by the principles in this policy. The general public and non-professional staff may recommend materials for consideration. Norwell residents and OCLN library cardholders connected to an active account who have a concern about a material in the collection may complete the Reconsideration of Materials Form.

Amended by Trustees 4/26/22