

**Piedmont Valley Library Collection Development Policy**  
**Effective March 23<sup>rd</sup>, 2020**

The mission of the Piedmont Valley Library is to provide a collection of materials for the education and entertainment of the citizens of all ages who patronize our library.

**I. Responsibility for Materials Selection.**

The collection should reflect a variety of subjects and viewpoints to serve the community. A variety of formats will be offered and will include print and non-print materials. Final responsibility for selection of library materials rests with the librarian.

**Criteria for Selection**

1. The importance of the subject matter to the collection
2. Appeal to the current patrons of the library
3. Timeliness or permanence of the material
4. Price and availability of budgeted funds
5. Format
6. Condition and quality
7. Content adds to local history and literature of western South Dakota

It is the right of any registered patron to recommend library materials to be added to the collection. Such recommendations shall be made in writing on forms made available at the circulation desk. The librarian and staff will consider such recommendations with the established evaluation criteria.

**II. Gifts and Donations**

Refer to General Policies.

**III. Maintaining the Collection**

The decision to withdraw materials from the collection rests with the librarian. The criteria for this decision is based on the condition of the material, age and usefulness of the material, especially in the area of science, and circulation of the material.

Withdrawn materials shall be marked appropriately and may be sold, traded, donated or destroyed according to SD Law 14-2-49.

#### **IV. Censorship**

While anyone is free to reject for him or herself any library materials of which he/she does not approve, no individual may restrict the freedom of others to read or use any library material.

No library can make everything available. Our library follows the criteria for adding or discarding materials stated previously, not to be influenced by individuals who attempt to practice censorship.

#### **V. Reconsideration of Material**

It is the right of any registered patron to question any materials selected by the library. Such questions shall be presented in writing on forms developed and made available by the librarian. Such questions shall be specific as to the title, format, and nature of the material being questioned. If the patron is not satisfied with the librarian's resolution to the request, the Library Board of Trustees will consider the request with any supporting documentation at their next regularly scheduled meeting and will give the Board's decision in writing to the registered patron.

Revised and adopted March 23<sup>rd</sup>, 2020  
Piedmont Valley Library Board of Trustees

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Phyllis Stevens, Chair

14-2-49. Discard of old library materials--Marking--Disposition. Any public library may discard over-duplicated, outdated, inappropriate, or worn library materials; provided, that such materials shall be marked clearly with the words: "Discarded, \_\_\_\_\_ public library" wherever the property label of such library appears. Such discarded materials may be given to other libraries or to nonprofit agencies, destroyed, offered for public sale, or traded to a vendor for future library material purchasing credits.