

Eastchester Public Library

Collection Development Policy

The Eastchester Public Library is a municipal library chartered to serve the unincorporated Town of Eastchester which comprises areas outside of the villages of Bronxville and Tuckahoe. As a member of the Westchester Library System, the Eastchester Public Library also provides services to all residents of Westchester County.

The goal of the Eastchester Public Library is to make selected print and electronic materials freely and easily available to aid in the pursuit of knowledge and fulfill recreational and cultural aspirations. Materials are selected, subject to budgetary limits, to inform, inspire and educate, and to encourage freedom of thought. The Eastchester Public Library complies with the first amendment and supports the American Library Association's Library Bill of Rights, "Freedom to Read" statement, and the "Freedom to View" statement which can be found at the conclusion of this policy statement.

This Collection Development Policy encompasses the selection of all library materials for people of all ages. The Eastchester Public Library does not limit access to any item because of content or style and is committed to providing a collection that reflects diverse viewpoints on a variety of subjects. No materials are excluded on the basis of race or nationality, or political, religious, social, or moral views of the author, editor, illustrator, or contributor.

RESPONSIBILITY FOR MATERIALS SELECTION

The Eastchester Public Library Board of Trustees charges the Library Director with responsibility for collection development. Members of the professional staff who are qualified by reason of education, training, and experience are appointed by the Library Director to be responsible for specific subject areas and formats. The selection is undertaken according to the following Selection Guidelines.

SELECTION GUIDELINES

- Educational and informational value
- Requests by Eastchester cardholders
- Evaluations in professionally recognized review sources
- Accuracy and authoritativeness of content
- Author's reputation or significance
- Suitability of subject and style for the intended audience
- Timeliness
- Permanent value as source material
- Suitability of and demand for format
- Funds and space

CHILDREN'S MATERIALS

The Eastchester Public Library recognizes and accepts its responsibility to provide materials for children and young adults that achieve the following:

- Broaden their educational background and experience
- Introduce the profound experience of reading as a tool for achieving a fulfilling life
- Enrich quality of thought and expression
- Provide recreation

Library users may choose library materials for themselves and their own families. While some materials may not be suitable for all age groups, responsibility for the reading, listening, and viewing of library materials rests with the parents or guardians of each child/teen. Library users may not restrict access of library materials to others.

DONATIONS

Donated items are subject to this Collection Development Policy. The library reserves the right to make the final decision on the acceptance and use of donated items.

DISCARDING OF MATERIALS

Library materials are evaluated on an ongoing basis. Considerations for withdrawal include:

- **Content that is no longer accurate or reliable**
- **Availability of newer materials**
- **Relevance to community**
- **Content with little or low use**
- **Condition (damaged or missing components)**
- **Multiple copies of a title**
- **Space limitations**
- **Online availability of content**

RECONSIDERATION OF LIBRARY MATERIALS

Requests for reconsideration of library materials are limited to Eastchester residents with a valid Eastchester Public Library card. Objections to the presence or absence of any library materials will be referred to the Library Director.

A Reconsideration of Library Materials Form is available at the Adult Reference Desk. Completed forms will be reviewed by the Library Director. The item in question will remain in the collection and will be available to the public during the review period. Appeal of the Library Director's decision must be made, in writing, to the Eastchester Public Library Board of Trustees who will issue a final written decision.

Approved by the Library Board of Trustees on October 12, 2022.