

**Collection Development Policy
Driftwood Public Library
City of Lincoln City, Oregon**

The mission of Driftwood Public Library is to provide open access to diverse popular and informational materials, technologies, and programs for the entire community.

Overview

Driftwood Public Library seeks to provide current, popular access to materials and information reflecting diverse points of view to satisfy the informational and recreational reading needs of the community. This is in order to assist library users in acquiring the skills and knowledge necessary to participate in self-government, to become more productive, to achieve economic success, and to enhance the enjoyment of life according to the full exercise of free choice. In doing so, the library meets its mission as a center for lifelong learning: welcoming patrons of all ages, backgrounds, and interests.

The Driftwood Public Library Board, as advisor to the City of Lincoln City Council, believes that reading, listening, and viewing are individual, private matters. While anyone is free to select or reject materials, the freedom of others to read or inquire cannot be restricted. Parents and guardians have the responsibility to guide and direct the reading, listening, and viewing choices of their own minor child(ren). The library does not stand *in loco parentis*.

Responsibility

The Library Director and the staff of the library are responsible for the selection of library materials.

Selection of materials

The most important factor in selecting materials is to acquire items of current usefulness and of interest to the patrons of the Library in a timely fashion. For items in high demand, the library may purchase duplicate copies. Other selection factors include:

- Anticipated demand
- Patron request
- Price
- Reviews in professional journals and popular media
- Format
- Presentation



- Differing points of view or perspective
- Materials on the same subject currently owned by the Library
- Whether similar materials may be available in another format (e.g., in electronic form).

The Driftwood Public Library may join with other libraries in offering certain materials on a rotating or cooperative basis. The library may use inter-library loan to fulfill patron requests for items such as out-of-print titles, highly specialized works unsuitable for our collection, and other materials not owned by Driftwood Public Library but readily accessible from other libraries.

Type of Materials Collected

The library collects information in many formats. These include, but are not limited to:

- Books
- Periodicals
- Other printed materials
- Maps and charts
- Storytelling kits
- Puzzles and games
- Audiobooks
- Digital video disc (DVD)
- Compact disc (music)
- Downloadable and streamable electronic media
- Electronic devices

Because of space and budget limitations, the library may not purchase all materials in all formats.

Donations of Books and Other Material

Library staff evaluate donations of books and other material for their usefulness to the collection, guided by the same general principles as newly purchased materials. The library will give materials not suitable for the collection to the Friends of the Library for their book sales. The library will provide a receipt for the number of titles donated. However, the responsibility for assigning a monetary value to the donation lies with the donor, not the Library.

The library accepts gift subscriptions to periodicals for the general collection. Anyone seeking to donate a subscription to the library should contact the Library Director.



Removing Materials from the Collection

Space in the Driftwood Public Library is finite. The ongoing acquisition of new materials also necessitates the ongoing removal of other materials. Criteria used to determine removal include:

- Usage statistics
- Other material available on the same subject
- Whether the material is out of date, superseded by a new edition, or factually inaccurate
- Condition of material

The Friends of Driftwood Library sell withdrawn materials in good condition to support library programs. If the material is not saleable, it is recycled or otherwise discarded.

Intellectual Freedom

The Library Board of Driftwood Public Library affirms its commitment to:

[The American Library Association Library Bill of Rights](#)
and
[The Freedom to Read](#)

Challenges to Materials

Any community member who wishes to complain about a book or other material from the Library may fill out a Request for Reconsideration form and return it to the Library Director. The Director will begin a formal process to handle such complaints, detailed in the library's Request for Reconsideration of Materials Policy.

Approved by the Driftwood Public Library Advisory Board on March 9, 2022.

