

The background image shows two young girls in a library. They are both wearing crowns. The girl on the right is also wearing a sash that says "Miss Vineyard". They are looking at a book together. The entire image has a blue overlay.

# Vineyard Children's Library

## *Collection Development Policy*



**VINEYARD**  
STAY CONNECTED

## **COLLECTION OBJECTIVE**

The Vineyard Children's Library's objective in selecting materials for children is to make available a well-balanced, up-to-date, accurate, and desirable collection that meets the informational, recreational, and cultural needs of children from infancy to grade 12.

## **SELECTION RESPONSIBILITY:**

The ultimate responsibility for materials selection lies with the Vineyard Children's Library Board, with assistance from Vineyard's Communications Manager and Volunteer Library Coordinator. Collection development duties may be delegated to members of library staff with knowledge of specific collection types.

## **PRINCIPLES AND CONSIDERATIONS:**

As space and funds allow, the Vineyard Children's Library strives to maintain and ensure access to a collection of materials that represent a wide range of opinions, ideas, and information that can enlighten, entertain, and enrich the minds and spirits of the children in our community. Services are provided to all and does not knowingly discriminate against anyone on the grounds of age, race, creed, religion, sex, sexual orientation, education, occupation, or financial position in the selection of library materials.

The existence within the library's collections of an item or items that espouse or present a particular image or point of view does not indicate the library's endorsement of

that representation or opinion. The controversial nature of an item is not cause for either its inclusion or exclusion from the library's collections.

*The following criteria are used in the selection process:*

- Contribution material makes to the scope of the collection
- Validity, currency, and appropriateness of materials
- High degree of potential user appeal
- High artistic quality and/or literary style
- Timeliness or permeance
- Favorable reviews in standard selection sources

## **REQUESTS FOR RECONSIDERATION:**

Some items included in our collections may not be considered appropriate by all adults for all children. While some materials may be too mature for one child, other children may be ready for them. Only the child and his or her parents can decide what materials shall be used by that child, and neither the Library staff nor other Library users shall make these decisions for other people's children.

Young Adult books offer a great range of maturity levels and topics, and not all materials in the collection may be suitable for all teens. Library staff are not responsible for determining which materials may be appropriate for a teen. A teen's choice of library materials is ultimately the responsibility of their parents or legal guardians.

Patrons who wish to request reconsideration of library materials may contact us at [library@vineyardcity.org](mailto:library@vineyardcity.org)

## **REQUESTS FOR PURCHASE:**

The library welcomes requests to purchase specific materials; however, all materials are subject to the same criteria for inclusion in the collection as other considered materials.

## **GIFTS AND DONATIONS:**

Gifts and donations of children's materials are gratefully accepted; however, all materials are subject to the same criteria for inclusion in the collection as purchased materials. The library reserves the right to not add materials to the collection and to dispose of them as deemed appropriate.

The Library does not assume the responsibility of returning items not added to the library collection to donors, nor can the library make cash assessments of donations.

## **WEEDING:**

Weeding materials is an essential part of the collection development process. Materials may be discarded based upon the following standards:

- Poor physical condition
- Inaccurate and dated information
- Duplicate or similar materials already in collection
- Available at other libraries or in digital format
- Limited physical space
- Lack of use or interest

Fiction materials should be weeded if they have not circulated for 3 years. Books with ALA or local awards may be considered for a longer period of time, as they were deemed an exemplary example of literature for the year they were awarded, but could be weeded if space, condition, or lack of interest is an issue.

Nonfiction materials should be looked at closely every other year. Outdated information and condition of the book should be considered, as well as appeal to children and how many times it has been checked out. Consider ordering new materials where there is a lack of relevant resources on a particular topic.

## **SUMMARY OF COLLECTIONS**

### *CHILDREN'S COLLECTION*

In accordance with our mission statement, the Children's collection is the main collection at the Vineyard Children's Library and is targeted to babies through sixth grade (mostly birth through age 12). Materials purchased for the Children's collection include: picture books, board books, easy readers, graphic novels, juvenile fiction, juvenile nonfiction and young adult fiction.

Special effort is made to continually update the collection and to weed worn and outdated materials. Consideration is given to American Library Association (ALA) award winners (ie. Caldecott, Newbery) and other regional awards (ie. Beehive). Literary quality, good design and format, and illustration are important criteria in this evaluation, as are accuracy, relevance, and appropriateness for the intended audience. Materials should be diverse and exhibit non-stereotypical attitudes, although new editions of classics and some titles that reflect the beliefs of other times or other cultures may be acceptable as long as there are titles with

more current information to provide a balanced collection. Classroom textbooks and readers are not considered appropriate for the collection and are generally not purchased.

The Children's collection strives to provide children with the library materials necessary to aid their personal and educational development. Some items included may not be considered appropriate by all adults for all children. While some materials may be too mature for one child, other children may be ready for them. Only the child and his or her parents can decide what materials shall be used by that child, and neither the Library staff nor other Library users shall make these decisions for other people's children.

### *YOUNG ADULT (YA) COLLECTION*

The YA collection is designed to meet the needs of teens between the ages of 12-18, typically students in grades 7-12. Items in this collection generally feature teens as the narrators of the material and currently consist of fiction books.

Items in this collection must meet the same standards for acquisition and retention as other materials in the Library and will be removed from the collection following CREW guidelines when space, condition, or lack of interest is a concern. Recognizing the unique interests of this age group, a special effort is made to provide access to current, diverse, and ALA or regional award-winning materials that will appeal to a variety of teens' interests and reading abilities.

Young Adult books offer a great range of maturity levels and topics, and not all materials in the collection may be suitable for all teens. Library staff are not responsible for determining which materials may be appropriate for a teen. A teen's choice of library materials is ultimately the responsibility of their parents or legal guardians.

## *DIGITAL COLLECTION*

The Vineyard Children’s Library offers a variety of digital informational and recreational materials as a member of the Beehive Library Consortium. Access to books, audiobooks, films, magazines, comics, and music in various digital formats are available through user-friendly platforms (ie. OverDrive, Libby). Given the nature and impermanence of digital materials, items in this collection change continuously

Note: selection of materials in the Beehive Library Consortium is NOT regulated by Vineyard Children’s Library.

## *SPECIAL COLLECTIONS*

A few special topics have been approved for inclusion in the library, though their audience is adult patrons.

- 
- Gardening: to aid in home gardening and in partnership with the community garden
- Health and Wellness: started with a generous donation from the Orem Community Hospital
- Parenting: Resources to support our large population of parents and caregivers in Vineyard

*Sources:*

*East Bridgewater Public Library’s Collection Development Policy  
Lynn Public Library - Collection Development Policy (Children’s Department)*



**VINEYARD**

STAY CONNECTED