

## Collection Management Policy

<b>Policy</b>	Garfield County Public Library District (GCPLD) aspires to provide a collection of physical and digital materials to support the educational, recreational, cultural, and intellectual needs of the community we serve. GCPLD staff purposefully select and make available a diverse collection of materials that contains a broad range of ideas and points of view. Staff build a manage a collection that allows our residents to read and explore a world of ideas, including materials and viewpoints that may be considered objectionable or controversial by some members of our community.	
<b>Effective Date</b>	March 4, 2021	
<b>Responsibility</b>	Library Collections Manager	
<b>Procedures</b>	<p>GCPLD provides a collection that is freely accessible and endeavors to represent the interests, perspectives, and changing needs of the community it serves. To meet the objectives stated in the policy, the Library Collection Manager, in consultation with library staff, maintain a collection management framework titled <i>Collection Management Guidelines</i>. These guidelines serve to:</p> <ul style="list-style-type: none"> <li>• Define the vision, priorities, and scope of the collection</li> <li>• Define roles and responsibilities as it pertains to collection management</li> <li>• Serve as a point of reference for training and ongoing collection management</li> <li>• Guide selection, deselection, and replacement process for library materials</li> <li>• Assist in allocating funding for resources</li> <li>• Guide staff on how to respond to public input on the collection</li> </ul>	
<b>Supporting Documentation</b>	<ul style="list-style-type: none"> <li>• &lt;URL to Library Collection Guidelines&gt;</li> <li>• <a href="#">ALA Library Bill of Rights</a></li> <li>• <a href="#">ALA Freedom to Read</a></li> <li>• <a href="#">Request Materials</a></li> <li>• <a href="#">Request for Reconsideration</a></li> </ul>	
<b>Reviewed by &amp; Approved by / Date</b>	APPROVED: Board of Trustees	Date: March 4, 2021