



# COLLECTION DEVELOPMENT POLICY REVIEW

Rita & Truett Smith Public Library  
Collection Development Policy Overview  
Focus: Stating Concerns About Library Materials

Current policy reviewed and approved by  
the Library Advisory Board June 27, 2023



# PURPOSE OF THE POLICY

- To define guidelines for the collection.
- The collection serves general, educational, recreational, and entertainment needs.
- Reflects community diversity.
- Digital policy applies only to library-owned titles.

# INTELLECTUAL FREEDOM

- Patrons choose what to read or borrow.
- Library supports ALA & Texas Library Association principles.
- Parents/guardians are responsible for their children's use.



# WHO CAN SUBMIT A CONCERN?


Stating Concerns About Library Materials

This section outlines the formal process for Wylie residents who wish to challenge materials in the collection.

- **Must be a Wylie resident**
- **Must have a library card in good standing for 6+ months**



# STEPS FOR STATING CONCERN



1. Read/watch/listen to the entire item.

2. Read the full Collection Development Policy.

3. Speak with the supervisor over the item's section.

4. If unsatisfied, speak with the Library Director.

5. If still unsatisfied, submit a formal letter to the Library Advisory Board.

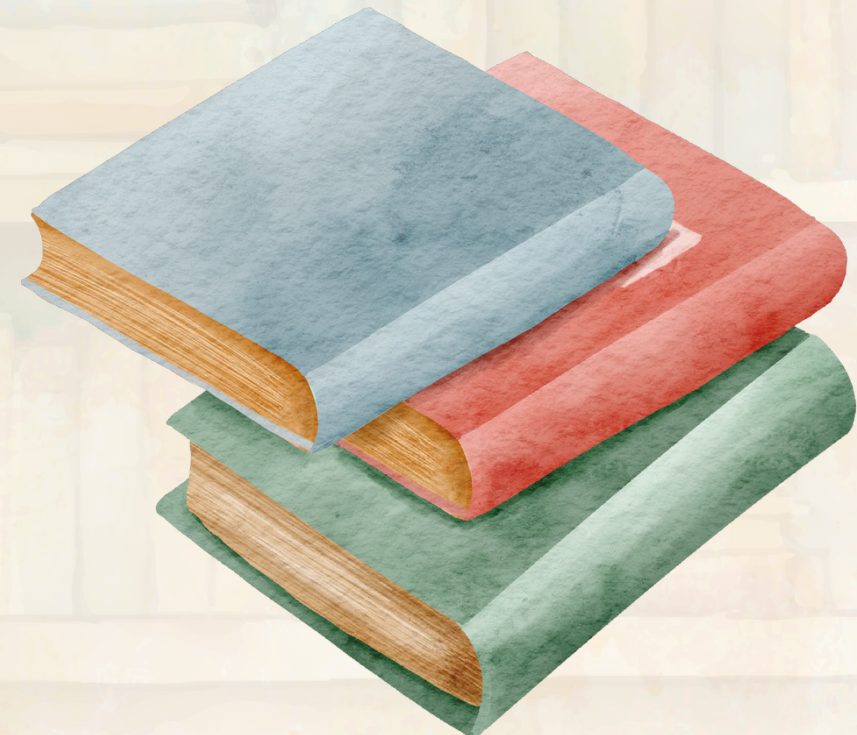


# THE LETTER MUST INCLUDE

- Title of the material.
- Reason for objection.
- Complainant's name, card number, address, contact info.

**ANONYMOUS REQUESTS ARE NOT CONSIDERED.**

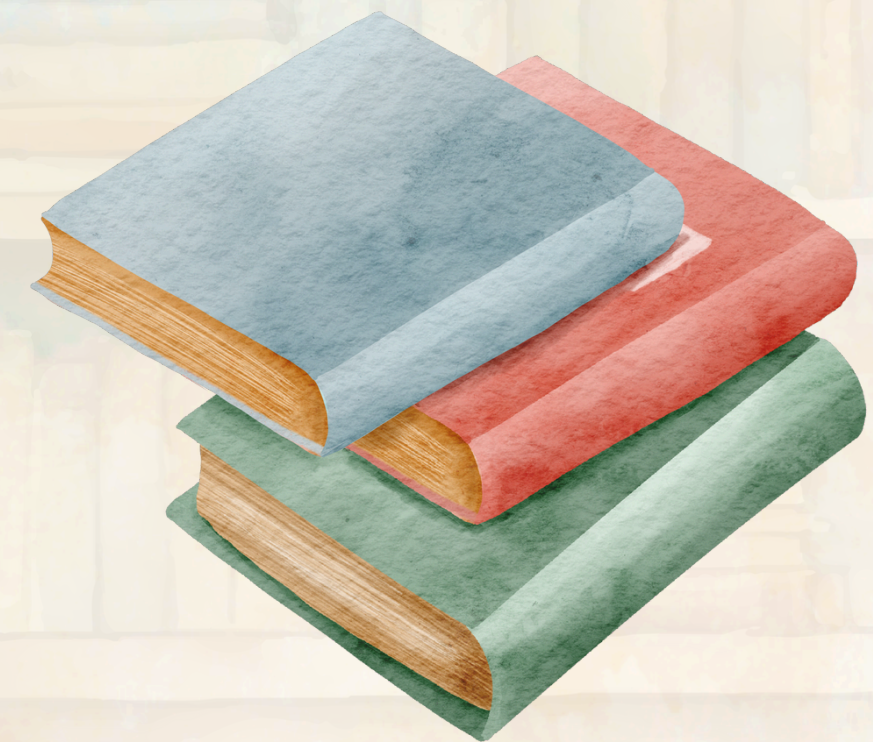
“Smith Public Library selects a wide variety of materials that satisfy the diverse interests of our community. The library's varied collection is available to all; however, it is not expected all of the collection will appeal to everyone.”





# REVIEW PROCESS

- Library Advisory Board reviews request within 90 days.
- The Board may elect to accept the review already done by staff.
  - If the Board votes to do this, then the review process ends there.
- Alternatively, they may form a review committee:
  - Up to 3 board members (chosen by the Board).
  - Up to 3 library staff members (chosen by the Library Director).





# COMMITTEE RESPONSIBILITIES:

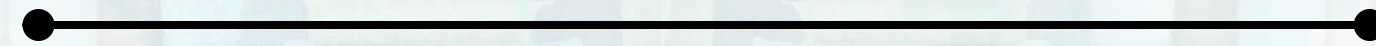
THE REVIEW COMMITTEE SHALL DETERMINE WHETHER THE MATERIAL IN QUESTION MEETS THE STANDARDS OF THIS COLLECTION DEVELOPMENT POLICY.

- Each committee member independently reviews the material.
- Coordinate a discussion within 60 days.
- Materials judged as a whole, not by selected passages.
- The item remains available during the review process.
- Make a recommendation to the board at a regular board meeting.



# FINAL DECISION

**Once the recommendation is made, the Library Director will have the final responsibility of deciding what happens to the material in question. When the decision is announced, that item is not eligible for reevaluation for five years.**



This collection development policy will be reviewed by the Library Director and Library Advisory Board not less than once every five years.