

Collection Development Policy

Purpose of the Policy

The Fayetteville–Lincoln County Public Library (FLCPL) provides free and equitable access to materials that support the informational, educational, cultural, and recreational needs of all residents of Lincoln County, Tennessee. The Library serves individuals and groups of all ages and backgrounds, without discrimination based on race, color, gender, culture, religion, political belief, or personal viewpoint.

The Library’s purpose is to offer resources that help community members learn, explore, and participate in the world around them. This includes providing current materials on social, economic, environmental, and civic issues on a local, national, and international level. Library resources are intended to inform, entertain, and inspire, supporting lifelong learning and personal growth for all patrons.

“Materials” is defined broadly to include print works, audiovisual media, digital content, databases, and emerging formats as technology evolves. This policy outlines the principles that guide the selection, maintenance, and evaluation of the Library’s physical and digital collections and informs the public about the standards that shape those decisions.

Intellectual Freedom

FLCPL supports the American Library Association’s *Library Bill of Rights*, *Freedom to Read*, and *Freedom to View* statements. The presence of an item in the collection does not constitute endorsement of its content. Each patron is responsible for making their own choices about what to read, view, or listen to; parents and guardians guide their children’s use of Library materials.

Responsibility for Selection

The Library Director has primary responsibility for collection development and oversees the selection of materials in accordance with this policy under the authority of the Board of Directors. Library staff assist in evaluating and recommending materials. Patron suggestions for purchase are welcomed and are assessed using the same criteria applied to all acquisitions.

The Collection

FLCPL maintains a collection that reflects the diverse needs and interests of the community. Materials are available in a variety of physical and digital formats, including:

- Books (fiction and nonfiction, print and digital)
- Magazines and newspapers
- DVDs and other audiovisual media
- Audiobooks (digital preferred; no new physical materials will be purchased due to waning interest)
- Databases, digital resources, and streaming content

- Reference materials
- Early-learning tools, educational kits, and manipulatives
- Additional formats as technology evolves

This policy applies equally to all formats, including digital and electronic resources.

General Selection Guidelines

FLCPL builds its collection using professional expertise, awareness of community needs, and reliable review sources. Staff consult respected reviewing journals, bibliographies, and trusted online resources when considering new materials. The Library selects materials that meet the needs of today's patrons while also supporting a balanced, sustainable collection for future users.

As part of its commitment to serving an informed community, the Library provides materials that address significant social, economic, environmental, and civic issues on local, national, and international levels. Resources are offered in a range of reading levels, formats, and degrees of complexity to accommodate the diverse ages, educational backgrounds, and reading abilities of community members.

The Library understands that some materials may challenge or provoke differing opinions. Titles are evaluated for their overall contribution to the collection, not on the basis of isolated passages or anticipated approval or disapproval. Materials are selected for their value, relevance, and usefulness—not for their ability to avoid controversy.

No item must meet all criteria to be included. Selection considerations include:

- Demonstrated or anticipated community interest
- Accuracy and reliability of information
- Reputation and qualifications of the creator or publisher
- Timeliness or lasting significance
- Representation of diverse viewpoints and perspectives
- Quality of writing, presentation, or production
- Relationship to the existing collection
- Cost and budget priorities
- Suitability of format for Library use

The Library does not attempt to collect every work by any single creator or all materials on every subject. Textbooks are generally not purchased unless they serve broad public interest. Out-of-print materials are not routinely sought. Materials are not excluded solely because they involve sensitive or challenging topics. Priority is given to titles of current relevance and community interest.

Youth and Young Adult Materials

Youth and teen collections support literacy, curiosity, and healthy development across varied reading levels and interests.

The Library does not purchase or place in Juvenile or Young Adult collections materials that are obscene, sexually explicit, or harmful to minors under applicable Tennessee law. Age-appropriate materials addressing anatomy, human development, health, or biology are not considered harmful.

Access to Library materials is not restricted by age. Parents and guardians are responsible for guiding their children's reading and viewing choices.

Gifts and Donations

FLCPL welcomes donations of books and other materials. All donated items become the property of the Library and may be added to the collection, sold by the Friends of the Library, donated elsewhere, repurposed, or discarded according to need.

Donations are evaluated using the same criteria as purchased materials. Conditional donations that require special placement, treatment, or retention cannot be accepted. Monetary gifts may suggest subject areas of interest, but Library staff select specific titles.

Placement of Materials

Materials are placed in the Library's collections based on content, intended audience, reading level, and professional standards. Placement decisions may be reassessed as needed. Shelving location does not imply Library endorsement.

Collection Evaluation and Withdrawal

To maintain a relevant and accessible collection, FLCPL routinely evaluates materials for condition, accuracy, use, and ongoing value. Items may be withdrawn when they are:

- Worn or damaged
- Outdated or inaccurate
- Superseded by newer editions or formats
- No longer used or in demand
- Better provided in a different format
- Duplicates no longer needed

Withdrawn items may be sold, donated, recycled, or otherwise disposed of at the Library's discretion.

Requests for Reconsideration

Lincoln County residents who wish to question the inclusion of an item in the Library's collection may submit a written Request for Reconsideration of Library Materials. The Library Director will review the request and provide a written response. If the requester is unsatisfied, the matter may be referred to the Board of Directors for final review. Items remain accessible during the review process.

Policy Review

This policy will be reviewed periodically by the Library Director and the Board of Directors to ensure continued alignment with professional standards, community needs, and legal requirements.

REQUEST FOR RECONSIDERATION FORM

Please return this completed form to the Library Director.

CUSTOMER'S NAME: _____ DATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: Home _____ Work _____

Do you represent yourself? _____ Your organization? _____

Organization name: _____

1. Resource on which you are commenting:

Book Textbook Video Display
 Magazine Library Program Audio Recording
 Newspaper Electronic information/network (please specify)
 Other: _____

Title _____

Author/Producer _____

2. What brought this resource to your attention?

3. Have you examined the entire resource?

4. What concerns you about the resource? (Use other side or additional pages if necessary.)

5. Are there resource(s) you suggest to provide additional information and/or viewpoints on this topic?

