

Collection Development

Policy

The collection development policy of the Irving Public Library is based on the following principles:

- The freedom to read, along with the freedom to hear and to view, is protected by the First Amendment to the Constitution. These freedoms are held to be essential to our democracy and will be upheld, supported, and defended in the selection and the provision of accessibility to all library materials.
- Access to library materials will not be restricted, prejudiced, denied, or abridged by the Library because of a customer's origin, race, age, abilities, gender, background, or views.
- Library materials will be logically organized and maintained according to subject, format, type, user level or other category to achieve their most effective utilization by the public and by library staff. Access will be assured through the application of rules recognized as National or International standards and guided by other professional tools, rule interpretations and local procedures.
- Freedom of choice in selecting materials is a necessary safeguard to the freedom to read, to hear, and to view.
- It is the essence of democracy that citizens shall have the right of free inquiry and the equally important right of forming their own opinions. In a free society, each individual is free to determine for him/herself what he/she wishes to read, to hear, or to view.
- Selection of materials and their inclusion in the collection do not constitute or imply agreement with or approval of the content, viewpoint, implications, or means of expression of the materials.
- As budgetary constraints limit the procurement of materials to a small portion of what is available, selections will be made in furtherance of the principles stated in this policy while attempting to maintain diversity, quality and responsiveness to customers' interest patterns.
- The Library keeps the collection vital and useful by retaining or replacing essential materials, and by removing, on a systematic and continuous basis, those works that are worn, outdated, of little historical significance, or no longer in demand.
- Final responsibility and authority for materials selection rests with the Director of the Irving Public Library who will operate within a framework of policies and principles adopted by the City Council of Irving. The staff of the library will operate under the Director's delegated authority.
- The Library is authorized to develop such selection procedures and guidelines as may be necessary to carry out these Collection Development Principles.
- The Library and its associated authorities do not serve in loco parentis. Only the parents or legal guardians may restrict their children, and only their own children, from access to library materials. Selection will not be inhibited by the possibility that materials may inadvertently come into the possession of children.
- The Library will provide materials for all members of the community the library serves without exclusion. Diversity will be pursued by providing materials for all ages and educational levels, in as many subject fields as possible, including alternative and/or opposing viewpoints, and by providing a variety of materials reflective of the diversity existing in our culture and society.
- The Library recognizes that citizen input is a vital component in materials selection. This is important both for considering acquisition of new materials and for considering retention of materials already in the collection.

- The Library will strive to provide access to a collection that balances perspective across a broad range of opinion and subject matter in formats suitable to furthering civic, educational and recreational interests in the community and for library customers of all ages.
- Quality will be pursued by the application of the professional discretion and standards established by the library profession and through the use of appropriate selection aids, such as reviews in professionally recognized periodicals, standard bibliographies, booklists, and recommendations by recognized authorities.
- Responsiveness to the interest patterns of the community served will be pursued by careful consideration of requests for purchase, patterns of utilization of existing materials, patterns of purchases of similar materials from retailers, and any other source of information indicative of community interest patterns. An attempt will be made to meet, to the degree possible, the interests of all in the community, while acknowledging and recognizing that this is an ideal to be pursued rather than an achievable objective. Responsiveness to the interest of one individual or group will not be restricted on the basis of the dislike or disinterest of another individual or group.
- Excessive duplication will not occur in the selection of materials. Materials may not be selected if the field is already adequately covered by the existing collection.
- Materials which do not conform to or lend themselves to library use or format will usually be excluded.
- Selections will be made within budgetary constraints and with regard to the overall pattern of the existing compliance with all policies and principles.
- Gifts and unsolicited materials will be evaluated according to these policies and principles as per any other selection.
- Requests for the purchase of materials will be evaluated according to these policies and principles as per any other selection.
- Restriction will be avoided by allowing all customers access to all materials and by allowing all library card holders to check out any library materials (subject to library card use restrictions) regardless of origin, race, age, gender, ability, background, or views.
- The Library's collections are organized through the application of National/International standards in the field of library science, including standard classification schemes and professional cataloging practices. The Library uses the Dewey decimal classification as its primary organizational scheme.
- Materials will not be labeled other than to provide classification (e.g. Dewey Decimal System), directional aids, and major categorization of interest patterns.
- The distinction between the children and youth versus the adult section will be made on assumed differential interest patterns. Appropriateness of the materials for minors is the sole responsibility of the parent/legal guardian.

See Also

[Gifts, Memorials and Donations](#)

[Recommendation for Reconsideration of Materials](#)

See Also in the Appendix

Access for Children and Young Adults to Nonprint Materials 2004

Access to Digital Resources and Services 2018

Access to Library Resources and Services Regardless of Sex, Gender Identity or Sexual Orientation 2008

Diverse Collections 2019
Evaluating Library Collections 2019
Expurgation of Library Resources 2014
The Freedom to Read Statement 2004
Texas Library Association's Intellectual Freedom Committee
Labeling and Rating Systems 2014
Library Bill of Rights
Restricted Access to Library Materials 2014