

Material Selection Policy

The Westhampton Free Library, recognizing the pluralistic nature of this community and the varied backgrounds and needs of all people, declares as a matter of material selection policy that:

Library materials should be selected for values of interest, information, recreation and enlightenment of all the people of the community according to the following standards:

1. Attention of critics, reviewers, media, and the public
2. Suitability of format for library use and content
3. Suitability of subject and style for the intended audience
4. Importance as a document of the times
5. Relation to the Library's existing collection and other material available on subject
6. Authority, reputation, or qualifications of the author, artist, publisher, or producer
7. Organization and ease of use; clarity, accuracy, and logic of presentation
8. Cost and availability
9. Currency of information
10. Inclusion in standard bibliographies, webliographies, or indexes
11. Enhancement of existing Library collection to reflect:
 - a) Importance of the title when compared with other works on the subject
 - b) Importance of the subject matter or point of view to the collection
 - c) Adequate retrospective and current subject coverage
 - d) Adequate coverage when there is a scarcity of material published on the subject
12. Representation of an important movement, genre, trend, or national culture
13. Artistic presentation and experimentation
14. Contemporary materials representing various points of view, which are of current interest and possible future significance, including materials that reflect current conditions, trends, and controversies

Responsibility for Selection

Ultimate responsibility for materials selection rests with the Library Director, who operates within the framework of policies determined by the Library Board. Materials are selected with the aid of standard reviewing periodicals. The responsibility for selecting and retaining materials is delegated to qualified and knowledgeable staff of the library. Staff members and library users are encouraged to participate by suggesting titles for possible purchase.

Objectives of the Library's Collections:

1. To promote literacy, and offer support for lifelong learning for people of all ages.
2. To help people know more about themselves and their world and to function effectively as members of society.
3. To provide access to a variety of opinions on matters of current interest and encourage freedom of expression.
4. To support educational, civic, and cultural activities within the community; to provide links to community resources and government agencies.
5. To encourage continuous learning and to supplement formal study; to support career and job-related skills.
6. To provide materials that entertain and enhance the individual's enjoyment of life.

Reconsideration of Materials

The Westhampton Free Library believes that censorship is a purely individual matter and declares that while anyone is free to reject materials of which one does not approve, one cannot exercise this right of censorship to restrict the freedom of others to read, listen, or view materials.

The Westhampton Free Library supports intellectual freedom and has adopted the following statements as policy: *ALA Freedom to Read Statement, ALA Library Bill of Rights and the Freedom to View statement of the American Film and Video Association.* (Attached) The Westhampton Free Library declares that whenever censorship is involved, no material shall be removed from the Library, except under the order of a court of competent jurisdiction.

If a member of the community should raise a question about the appropriateness of a particular item in the collection, library staff attempts to resolve the inquiry by a review of the criteria outlined within this Materials Selection Policy. If the individual is not satisfied with this first step response, the individual may then elect to submit a REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL form.

The Library's Materials Review Committee (created as an Ad-Hoc Committee selected by the Library Director) considers each request in terms of the criteria outlined in this Materials Selection Policy. The Materials Review Committee provides a timely, considered response to every request for reconsideration. Appeal of the Committee's decision may be made, in writing, to the Board of Trustees, Westhampton Free Library. The final responsibility for materials reconsideration resides with the Board of Trustees.

Adopted by the Board of Trustees: November 12, 2014
Amended: March 2022

