

# Scranton Public Library Collection Policy

*Adopted July 16, 2020*

*Revised July 29, 2022 (Vision and Mission Statements Replaced)*

## ***Vision Statement***

The Scranton Public Library envisions a future in which everyone, regardless of age, background, circumstances, race, religion, ethnicity, education, orientation, or personal beliefs, has the means, through the library, to access, free-of charge and without restriction, knowledge and information needed to meet their aspirations and attain a sense of fulfillment.

## ***Mission Statement***

The Scranton Public Library enhances our community by fostering and supporting individual aspirations toward life-long learning, entertainment, and self-fulfillment for all. This is accomplished through free access, wherever it is needed, to a broad collection of resources in currently-used formats, courteous and knowledgeable staff, and activities designed to satisfy the informational, educational, recreational, and personal needs of everyone in our ever-changing and diverse environment.

The following Values are derived from the library's Mission Statement:

The Scranton Public Library

- Encourages creative, diverse, and imaginative ideas and actions and facilitates the joy of learning by supplying tools of discovery and investigation;
- Furnishes welcoming and inclusive physical and virtual spaces for the benefit of all;
- Creates a supportive employment environment that fosters a professional, caring, dedicated, friendly, creative, and knowledgeable staff;
- Provides the means to advance literacy, inclusiveness, and social awareness throughout the community thereby fulfilling John J. Albright's vision of "the elevation of the people of all classes" and, by extension, of all generations, backgrounds, circumstances, races, religions, ethnic groups, orientations, and beliefs;
- Partners with community agencies, organizations, institutions, and entities for the benefit of the community;
- Values and respects patron privacy and confidentiality;
- Supports intellectual freedom by demonstrating neutrality and lack of bias when allocating resources and curating content;

- Collaborates with other cultural heritage organizations to preserve the history of all cultures in the area now known as Lackawanna County.

### ***Community Served***

The direct service area for the Scranton Public Library and its branches—Nancy Kay Holmes, Library Express, Bookmobile and Lackawanna Children’s Library—includes the City of Scranton, Dunmore Borough, and Moosic Borough. As headquarters of the Lackawanna Library System, the library offers free services to all Lackawanna County residents and provides support services to the six other member of the Lackawanna County Library System. The library is also designated by the State of Pennsylvania as a District Library Center for the region encompassing Lackawanna, Wayne, Pike, Susquehanna, and Wyoming Counties. All of these roles include responsibilities for supporting the collections of the other LCLS and District libraries

### ***Collection Development Policy Purpose***

The Collection Development Policy is designed to support the Library’s Mission Statement and serves as a guide for the selection, acquisition, maintenance, and retention of materials.

### ***Selection Criteria***

Library staff utilize professional judgment and expertise in making collection development decisions, including decisions about choosing titles, identifying quantities for purchase, and selecting locations for materials. Anticipated demand, community interests, strengths and weaknesses of the existing collections, system-wide and regional availability, physical space limitations, acquisitions procedures, and fiscal resources are all factors taken into consideration. Materials are acquired in multiple formats when appropriate, including print, audiovisual, and digital resources. Highest selection priority is given to those materials in all formats having the broadest appeal.

### ***Material Selection***

Materials will be selected based on, but not limited to, the following criteria:

- Public demand, interest, or need;
- Contemporary significance, popular interest, or permanent value;
- Attention of critics and reviewers;
- Prominence, authority and/or competence of author, creator, or publisher;
- Timeliness of material;
- Relation to existing collections;
- Need to present alternate viewpoints or balance on a specific subject matter in the collection;

- For non-fiction, accuracy of information as determined by reviews in reputable review sources.
- Accessibility for multiple users of electronic formats.

### ***Intellectual Freedom***

The Scranton Public Library supports and is supported by the American Library Association's Library Bill of Rights.

The Scranton Public Library maintains a diverse collection of materials designed to satisfy the needs and interests of the community.

In no case will library materials be excluded because of race, nationality or social, political, or religious views of the authors, nor will materials be proscribed or removed from the Library because of partisan or doctrinal disapproval.

### ***Reconsideration of Materials***

The Scranton Public Library recognizes that the choice of library materials by library users is an individual matter. While an individual may reject materials for themselves, they cannot exercise censorship to restrict access to the materials by others. Recognizing that a diversity of materials may result in some requests for reconsideration, individuals may complete a Library Resource Challenge Form which includes a description of reconsideration procedures.

### ***Donated Materials***

The Scranton Public Library welcomes donated materials, but accepts them with the understanding that it has the right to handle or dispose of them in the best interest of the Library. Such material may be added to the collection provided it meets the standards of selection or given to the Friends of the Scranton Library to be sold at their book sales. Once given to the library, they cannot be returned to donor. We do not accept encyclopedia sets, outdated media formats, magazines, college textbooks, or musty or soiled materials.

### ***Purchase Requests***

The Scranton Public Library welcomes purchase suggestions from library users. Although we may not be able to acquire everything that is suggested, all suggestions receive serious consideration.

## ***Collection Maintenance***

A strong collection requires ongoing evaluation and maintenance. Materials will regularly be weeded from the collection based on the following criteria:

- Accuracy and currency of information;
- Physical condition of materials;
- Availability of newer, more comprehensive, or more accessible material;
- Relevance to collection and scope of collection;
- Ease of borrowing materials from another library;
- Relevance to community needs;
- Date of last circulation and number of circulations;
- Number of copies in the collection.