JOLIET PUBLIC LIBRARY
CONNECTING YOU TO THE WORLD

Joliet Public Library Collection Development Policy

The Joliet Public Library collections support the leisure, cultural, educational, and self-improvement needs of the community. Library materials represent a diversity of viewpoints, even though the content may be controversial, unorthodox, or unacceptable to others. Library users make their own choices as to what they will use based on individual interests and concerns. The Joliet Public Library supports the right of each family to decide which items are appropriate for use by their children. Responsibility for a child's use of library materials lies with his or her parent or guardian.

Selection Criteria

The Library provides access to materials in a variety of formats (print, media, and electronic) to all patrons. Whether purchased or donated, materials added to the collection are influenced by many factors. The first criterion for inclusion in the library's collection is public demand. We exist to serve the needs of our community and the general-interest reader. Budget and space limitations, as well as local needs, preclude the library from duplicating the more specialized collections that are available elsewhere in the state and in academic libraries. Access to those collections is provided through resource sharing and interlibrary loan.

In addition to patron demand, selections are made to provide depth and diversity of viewpoints to the existing collection. Current materials are emphasized over the development of historical collections. The Library adds duplicate materials to meet demand. New formats are considered and collections established when a significant portion of the community has access to the technology to make use of the format.

Other factors that may influence purchasing decisions include, but are not limited, to the following:

- Reputation of the publisher
- Overall quality
- Reviews in professional journals and popular reviewing sources
- Suitability of format to library circulation and use
- Contemporary significance
- Long term value

The lack of a review or an unfavorable review is not sufficient reason to reject a title for which there is a demand. Not every title will meet all criteria. While the Library does endeavor to support school curricula, textbooks are not purchased.

Withdrawal/Deselection of Materials

To maintain the quality of the collection, professional library staff will regularly review materials to ensure that they continue to meet patrons' needs. Materials that are worn, obsolete, unused, older editions or unnecessarily duplicated may be removed. Withdrawn items are not automatically replaced; decisions are based on need, demand and budget. Formats and special collections are discontinued when they are no longer widely used.

Withdrawn materials may be given to the Friends of the Joliet Public Library, offered to other organizations or discarded.

Local History
As the information center for the Joliet community, the Library collects reference and circulating materials which reflect the City of Joliet's historical and cultural development. The Library does not claim to have a comprehensive collection. The amount of use an item receives may influence retention. This collection will undergo periodic evaluation and assessment.

Patron Suggestions for Purchase
The Library encourages input from the Joliet community concerning additions to the collection. All suggestions for purchase are subject to the same selection criteria as other materials and are not automatically added to the collection.

Patrons may request items the library does not own. Each request is reviewed for inclusion in the collection or for loan through interlibrary loan. Staff determines the best method for delivery of materials using the selection criteria. The Library encourages the use of interlibrary cooperation to better serve the needs of its clientele by expanding available resources.

Donations
The Joliet Public Library accepts donations of books and other materials. The Library retains the authority to accept or reject donations based on the same evaluative criteria that are applied to purchase materials. Not all donations can be accepted. Library staff and/or representatives of the Friends of the Library make all decisions as to the use, housing, and final disposition of donations.

Requests for Reconsideration
Any patron who believes that an item in the collection is inappropriate should feel free to approach the manager in any service area with their concern. If the patron is not satisfied with the staff response, he/she needs to fill out and submit the Request for Reconsideration of Library Materials form, which will then be given to the Library Director and/or the Deputy Director. After further research and review of the item in question, the library administration will provide a written response to the patron in a timely manner. If the patron is not satisfied with library administration's response, he/she may choose to take the concern directly to the Library Board. The Library Board will review the matter and give a decision. The decision of the Library Board is final. All challenged materials will remain on the open shelves pending a final decision.