



**Red Feather Mountain Library District
Red Feather Lakes Community Library**

Collection Management Policy (Nov. 9, 2022)

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1. Red Feather Lakes Community Library Mission Statement

Red Feather Lakes Community Library provides a welcoming environment with resources and programming for learning, enrichment, development for all ages and all users. We are actively engaged in community needs and positive collaboration.

2. Collection Management Goals & Objectives

a. The goals of Red Feather Lakes Community Library regarding collection management are:

- To select and provide materials on the basis of quality, significance, validity, timeliness, interest, and use for Red Feather Mountain Library District residents
- To provide materials based on both the actual and potential interests and needs of the community
- To assist both formal study and the encouragement of informal learning
- To provide access to a variety of options on matters of current interest

b. The following objectives have been adopted in order for Red Feather Lakes Community Library to meet the goals set forth in this Policy:

- Serve the entire population of the District, both actual and potential, by obtaining, organizing, and providing free access to information in a variety of formats. Materials may be available in and through the Library or available online through interlibrary loan via library cooperative or commercial arrangements.
- Evaluate new items and formats as they become available in order to keep information available to the community up-to-date and integrate them as demand warrants and budget allows.

3. General Principles Guiding Collection Management

a. Red Feather Lakes Community Library subscribes to the material selection principles recommended by the American Library Association's (ALA) Library Bill

of Rights (Appendix A), Freedom to Read (Appendix B), and Freedom to View Statements along with the ALA Code of Ethics (Appendix C).

- b. Within the above mentioned principles, the Library will provide a wide range of materials and material formats for users of all ages, all educational levels, all levels of interest or skill, and all socio-economic backgrounds. These guidelines were created with users as the main focus. Emphasis is given as well for local and Colorado history, specific individual requests, and items of perceived interest or impact within the community.

4. Responsibility for Selection

The ultimate responsibility for the selection of materials for the Library is held by the Library Director. The quantity of materials purchased is based on the current year's collection and budget as directed by the Red Feather Mountain Library District Board of Trustees.

5. Selection

- a. The Red Feather Lakes Community Library selects materials in accordance with guidelines set forth by the American Library Association. Links to such guidelines can be found in References (section 9) of this Policy.
- b. The Library does not censor or sanction particular beliefs or views.
- c. Selection principles take into account inclusive not exclusive ideas, diverse opinion, and tolerance of different points of view.
- d. The selection of materials is governed by the Library's mission statement, the present and future needs of the community, collaboration with other libraries within the state of Colorado and their catalogs, and the limitations of space and budget within the Library.
- e. The Library Director may also consider suggestions from Library staff members and patrons for the collection.

6. Responsibility for Individual Material Choices

- a. Adults: The Library will not restrict, monitor, or pass judgment on any items that a patron checks out. Library employees will maintain the privacy of all patrons and

will not share any information about items checked out to that patron to anyone other than that individual patron.

- b. Minors: A minor is anyone under 18 years of age. Responsibility for a minor's reading rests solely with the parent(s) or legal guardian(s) of the minor, not with the Library. Information on items checked out to a minor may only be shared with a parent or legal guardian.
- c. Further information on this responsibility can be found at the [Red Feather Mountain Library District Lending Policy](#).

7. Deselection of Materials

Deselection of Library materials is an integral part of maintaining a viable, up-to-date, and useful collection that caters to the community. Further information on deselection can be found at the [Red Feather Mountain Library Deselection of Materials Policy](#).

8. Reconsideration of Materials

Patrons have the opportunity to request reconsideration of items within the Library's collection via the Library's Steps in Reconsiderations Procedure.

9. References

Within this policy is mention of the material selection principles of the American Library Association. Below are links to those principles:

[American Library Association's Bill of Rights](#)

[American Library Association's Freedom to Read](#) and [Freedom to View](#) Statements

[American Library Association Code of Ethics](#)

10. Policy Revision

This Policy will be reviewed by the Red Feather Mountain Library District Board of Trustees every 3 years.

Revision history

Revised and Approved by The Red Feather Mountain Library District Board of Trustees, November 9, 2022

Reviewed and revised by the Red Feather Mountain Library District Board of Trustees, January 28, 2015.

Revised and Approved by the Red Feather Mountain Library District Board of Trustees on November 3, 2011. Originally adopted December 5, 2007.