

The Gloversville Public Library commits itself to the citizens of the Gloversville Enlarged School District to be a community resource that provides access to information and technology, as well as educational and cultural events, while remaining a center for research and literary pursuits.

The Library acts to fulfill its mission by selecting, acquiring, organizing, preserving, maintaining, and providing access to a collection of materials, both print and non-print, and to electronic resources that address the interests and needs of the members of our diverse and complex community. In addition, the Library participates in the Mohawk Valley Library System Inter Library Loan program, through which materials not in the Library's collections may be accessed by patrons through the borrowing of materials from other libraries in the region.

### Intellectual Freedom

The Library supports the "Library Bill of Rights" and the "Freedom to Read" statements adopted by the American Library Association. These documents are included as Appendices.

The Library makes available a wide diversity of ideas and viewpoints in support of an informed citizenry and a democratic society. The Library supports the individual choice and judgment of its users in seeking information, and upholds the freedom of library users to read, view, and listen to materials of their choosing.

Materials are not marked, labeled, or sequestered to show approval, disapproval, or judgments as to suitability of content for a particular audience.

Materials are not excluded, removed, proscribed, or suppressed because of their creator's origin, background, or views, or because they represent a particular aspect of life, frankness of expression, or controversial subject matter.

Concerns about Library material should be made to the Director. Objections not resolved in discussion may then be made in writing, using the *Library Material Feedback* form, which can be found at the Main Information Desk. Upon receipt of a completed form, the Director will review the material, make a decision, and notify the complainant. As per the *Ethics Policy for Trustees*, the Board of Trustees is not involved in this process. Furthermore, challenged materials will not be removed from the shelves during this process.

### Materials Selection

For its own collections, the Library provides materials that balance viewpoints across a broad spectrum of opinion and subject matter in formats suitable to a variety of learning and recreational interests and skills. Decisions to select or retain an item are based on the merits of each work or information source as it relates to the goals and coverage of the collection. The Library considers the value of each item in its entirety and within the context of the collection, not on specific passages or sections within the item itself.

The Library maintains three collection development goals:

- to furnish current and classic material, in an array of accessible formats, for both adult and

juvenile patrons

- To provide access to current reference material
- To maintain a local history collection

Book and/or library materials selection is the responsibility of the Library Director. The Director may authorize members of the Library's staff to aid in material selection.

The main points to be considered in the selection of materials are:

- individual merit
- popular demand
- suitability for the Library's clientele
- existing Library and consortium holdings
- Budget
- Professional journal reviews

Suggestions for purchase from the public are welcome and will be given serious consideration within the limits of these policies. Books donated to the library will be considered for the collection, as well (see also *Donations, Bequests and Gifts Policy*).

Selection of materials for adults is not constrained by possible exposure to children or young adults. Responsibility for children's use of Library collections rests with parents, guardians, or caregivers (see *Circulation Policy*).

An up-to-date and useful collection is maintained through a continual evaluation process. Replacement of worn physical items is dependent upon current demand, usefulness, newer editions, and the availability of similar items. This ongoing process is the responsibility of the Library Director. Withdrawn materials will be handled in a similar manner, and under the same authority, as donated materials (see also *Donations, Bequests and Gifts Policy*).

Adopted January 17, 2006 by the Board of Trustees of the Gloversville Public Library.

Revised March 21, 2017

Revised October 20, 2020

Reviewed December 20, 2022

**Library Material Feedback Form**

The Trustees of the Gloversville Public Library have established a collection development policy and a procedure for gathering input about particular items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to the Library Director.

Gloversville Public Library  
58 E. Fulton St.  
Gloversville, NY 12078  
Attn: Library Director

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Do you represent yourself?  Or an organization?

Name of organization (if appropriate): \_\_\_\_\_

Resource on which you are commenting:

- Book/eBook  Movie  Magazine  Audio Recording
- Digital Resource  Game  Newspaper  Other

Title: \_\_\_\_\_

Author(s)/Producer(s): \_\_\_\_\_

What brought this resource to your attention?

\_\_\_\_\_  
\_\_\_\_\_

Have you examined the entire resource? If not, what sections did you review?

\_\_\_\_\_  
\_\_\_\_\_

What concerns you about the resource?

\_\_\_\_\_  
\_\_\_\_\_

Can you suggest or provide additional information and/or other viewpoints on this topic?

\_\_\_\_\_  
\_\_\_\_\_

What action are you requesting the Library Director consider?

\_\_\_\_\_  
\_\_\_\_\_