



THE PORT ISABEL PUBLIC LIBRARY

COLLECTION DEVELOPMENT POLICY

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Mission Statement

In response to advances in technology and the changing needs of the community, to preserve and encourage the free expression of ideas essential to an informed citizenry, the Port Isabel Public Library endeavors to develop collections, resources and services to meet the cultural, informational, recreational, and educational needs and enhance and increase the personal productivity of the members of Port Isabel's diverse community.

Purpose of Collection Development Policy

The collection development policy is intended to provide guidance, within budgetary and space limitations, for the selection and evaluation of materials which anticipate and meet the needs of the Port Isabel community. It directly relates the collection to the library's mission statement, and defines the scope and standards of the various collections.

As the community changes, the library will need to reassess and adapt its collections to reflect new and differing areas of interest and concern. The collection development policy will be periodically evaluated and revised as necessary to provide guidance for implementing changes in the collection.

The Community

The Port Isabel community, as more fully described in The Port Isabel City Charter, is characterized by a large number of organizations, a growing business community, a long tradition of interest in family values, and several notable historical sites. The individuals in the community reflect varying economic, racial, ethnic, and educational backgrounds. As with other communities in the Southern Texas area, an increasing number of immigrants, particularly Hispanics, are moving into the city. Studying the community is essential to selecting materials for the library. Knowledge of the community enables the library to better serve its users by developing collections that reflect the changing interests and composition of Port Isabel.

Philosophy of Selection

In support of its mission "to preserve and encourage the free expression of ideas essential to an informed citizenry," the Port Isabel Public Library fully endorses the principles documented in the Library Bill of Rights and the Freedom to Read Statement of the American Library Association. The library upholds the right of the individual to secure information, even though the content may be controversial, unorthodox, or unacceptable to others. Materials available in the library present a diversity of viewpoints, enabling citizens to make the informed choices necessary in a democracy. The following American Library Association documents are included at the end of this policy:

- Appendix A - The Library Bill of Rights
- Appendix B - Freedom to Read Statement
- Appendix C - Freedom to View Statement
- Appendix D - Free Access to Materials for Minors

Scope of the Collection

The primary responsibility of the Port Isabel Public Library is to serve the citizens by providing a broad choice of materials to meet their informational, educational, cultural and recreational needs. Materials are selected to aid individuals, groups, and organizations attain practical solutions to daily problems, and to enrich the quality of life for all community members.

Budget and space limitations, as well as local needs, preclude the library from duplicating the specialized and comprehensive collections that exist elsewhere in the South Texas area. Access to these collections is provided through cooperative networking, interlibrary loan, and direct referral.

Responsibility of Selection

The authority and responsibility for the selection of library materials rests ultimately with the Library Director. Under his/her direction, selection is delegated to the professional library staff. All staff members and the general public are encouraged to recommend materials for consideration.

Selection Criteria

All materials, whether purchased or donated, are considered in terms of the criteria listed below. An item need not meet all of these standards in order to be added to the collection.

- Popular interest
- Contemporary significance or permanent value
- Currency of information
- Accuracy
- Local emphasis
- Readability or ability to sustain interest
- Treatment of subject to age of intended audience
- Reputation of author, publisher, producer or illustrator
- Creative, literary or technical quality
- Critical assessments in a variety of journals
- Format and ease of use
- Circulation as monitored through the automated system
- Cost and availability
- Relationship to existing materials in collection
- Relationship to materials in other area libraries

Suggestions for Purchase

The library strongly encourages input from the Port Isabel community concerning the collection. A suggestion for purchase procedure enables citizens to request that the library purchase a particular item or subject. All suggestions for purchase are subject to the same selection criteria as other materials and are not automatically added to the collection. It is the library's intent that suggestions for purchase be used to help the library in developing collections, which serve the interests and needs of the community. See Appendix E.

Request for Reconsideration

Persons from the Port Isabel community wishing to recommend the removal of a particular item in the library collection may submit a Request for Reconsideration of Library Materials form, which will be reviewed by the Library Director and the staff in relation to the library's mission statement and the selection criteria of this collection development policy. After evaluating journal reviews and other materials submitted by the patron and the staff, the Library Director will make a response within 30 days of receiving the formal objection. See Appendix F.

Gifts

The Port Isabel Public Library accepts gifts (including publisher's gift copies) for the library's collection that fall within needed subject categories, as determined by the Library Director and the staff. Gift additions must meet the same selection criteria as purchased materials and are subject to the following limitations.

- The library retains unconditional ownership of the gift.
- The library makes the final decision on the use or other disposition of the gift.
- The library reserves the right to decide the conditions of display, housing and access to the materials.

Monetary gifts to the collection are welcome and may be made to the Friends of the Library organization, a non-profit group.

- Donations of money designated for the periodicals and newspapers collection are accepted in lieu of actual subscriptions. These contributions offset the high cost of periodical subscriptions and maintain the continuity of subscriptions from year to year.
- Donors of the funds may suggest subjects or titles to be acquired with their donation, but the library reserves the right of final decision.

The library will accept for evaluation gift materials only in designated areas as listed below. All gifts must be in excellent condition.

- Art and Architecture
- Business, Science and Technology published within the last five years
- Texas History
- City of Port Isabel materials
- Children's Books
- Fiction and Non-fiction published in the last two years
- Fiction by classic authors
- Paperbacks

Duplication of Material

Multiple copies of materials are not purchased due to lack of space. Multiple copies that are donated as gifts fall under the guidelines of this policy and can possibly be stored and later used for future replacement. The library makes the final decision on the use or other disposition of the gift.

The Collections

Adult Fiction Collection

The library's collection includes a wide variety of contemporary works of fiction representing all genres, international works of fiction, classics and important novels of the past. The library makes every effort to acquire fiction, which is representative of the cultural and ethnic community that it serves, and to satisfy the diversity of interests and recreational needs of its users.

Adult Non-Fiction Collection

The library aims at acquiring materials, which provide a core of basic knowledge. In addition, the library selects, makes accessible, and promotes the use of materials which:

- Address contemporary issues
- Provide self-help information
- Facilitate continuing education
- Enhance job-related knowledge and skills
- Increase knowledge of affairs of the community, the country, and the world
- Support undergraduate course work
- Support business, cultural, recreational and civic interests in the community
- Nourish intellectual, aesthetic, creative growth
- Present different viewpoints on issues

Children's Collection

To encourage life-long reading habits, the Children's Collection provides materials in a variety of formats to satisfy and stimulate the informational, educational, cultural, and recreational needs of the children of Port Isabel from infancy through grade eight. The materials are selected with regard to the stages of emotional and intellectual maturity of children. The collection also provides adults with materials that relate to the well being of children, enrich preschool and school curriculums, and aid in the study of children's literature.

City of Port Isabel and the State of Texas Collection

The library possesses a unique collection of reference materials on local and state history that was started as gifts by citizens of the community. The materials trace the history of the local area and the state from its discovery and contain works in English and Spanish.

Electronic Databases (TexShare)

Online computerized databases extend the collection by providing timely and versatile access to information in electronic format. Participating in resource sharing programs such as TexShare—a program funded by the Texas State Library and Archives Commission—allows the library to reach beyond its physical building to obtain additional resources for our users. Many of the resource sharing services the library enjoys—that are paid for with state and federal funds—would be cost-prohibitive for the library to purchase. For example, TexShare services include statewide interlibrary loan (ILL) and remote and in-library user access to a wide variety of electronic databases, including articles from thousands of newspapers, magazines, and scholarly and professional journals.

Foreign Language Collection (Primarily Spanish)

The library maintains a collection of foreign language materials aimed at meeting the recreational and many of the informational needs of the Port Isabel community. Resources include books, magazines, and newspapers, videos and sound recordings, in the languages used by individuals in the community. These materials are primarily circulating.

The library's collection also includes materials, which aid in learning a second language. These resources include books such as grammars and dictionaries, audiocassettes, and videos for learning the languages most frequently studied in the community. Most of these materials circulate.

The library is committed to developing and maintaining foreign language collections, which meet the needs of a changing Port Isabel population. Foreign language needs are assessed through such tools as patron requests, circulation statistics, and community awareness. The information gathered is used to determine the size and scope of the collection. Availability of materials may impact the development of the collections.

Internet (Public Access)

In conjunction with its mission statement, the Port Isabel Public Library provides access

to a vast array of information available through electronic media. Electronic information, services, and networks provided directly or indirectly by the library will be readily, equally, and equitably accessible to all library users. The Port Isabel Public Library does not monitor and has no control over the information accessed and cannot be held responsible for the content, accuracy or quality of the information retrieved. Providing access to electronic information, services, and networks differs from selecting and purchasing material for the library's collection, offering unprecedented opportunities to expand the scope of information available to all users.

Large Type Collection

The large type book collection meets the needs of an increasing number of visually impaired patrons. The major thrust of the collection is popular fiction, including mysteries and westerns, along with high interest non-fiction such as biographies and health-related materials.

New Media

The library must continually assess new electronic media and evaluate the capabilities and enhancements that they offer over existing formats. When deciding whether to replace or augment existing formats with new media, the following factors are considered: anticipated improvements in information storage and retrieval, user demand, quality of the product, ease of use, equipment requirements, cost, and staff requirements for processing, maintenance, and training. It is essential for staff to monitor technological developments so that wise and cost-effective collection decisions are made for the Port Isabel community.

Paperback Collection

The library maintains an uncataloged paperback collection to provide recreational reading in popular areas of interest. The collection duplicates many cataloged books, including best sellers, classics and works of perennially popular authors. This is a high turnover collection aimed at supplying multiple copies of books in demand. Because of space and budget constraints, the collection is made up of gifts to the library and thus follows the guidelines stipulated in this policy as such.

Periodical Collection

The library's newspaper and magazine collection provides current and retrospective information aimed at meeting the research and recreational reading needs of the community. The collection also contains periodicals that serve the professional reading needs of the library staff. Periodicals supplement the book collection by providing up-to-date information, covering current topics not yet available in books, and presenting a less in-depth treatment of a subject than is usually found in books.

The periodical collection consists of a diversity of publications in fields that are of interest to the community. It includes basic and popular reading magazines, foreign language publications, and a wide selection of business, trade, and local Port Isabel publications. To provide optimal access to information for those conducting research, an emphasis is placed on selecting titles that are included in standard periodical indexes.

Journals, which are highly technical or scholarly, are generally not included in the collection. In addition to magazines, the collection includes newspapers published locally as well as from major geographical areas of interest to the community.

Back issues of magazines can be discarded at the discretion of the Library Director. Back issues of many titles are not accessible for reasons of preservation and space conservation.

Reference Collection

The library maintains a reference collection, which is used to answer questions and to serve the informational needs of library users. Reference sources are characterized by their ability to provide information and to summarize, condense, or give a comprehensive overview of a topic. They remain in the library to be readily available to all citizens. Selection criteria of particular importance for reference sources are: accuracy, arrangement, ease-of-use, uniqueness of information, authority, documentation, and indexing.

Spoken Recordings (Books on Tape) Collection

Books on tape are available at the library. The spoken recording collection contains sound recordings of fiction and nonfiction books (both complete and abridged), poetry and drama, language instruction, and other instructional subjects. Because of space and budget constraints, the collection is made up of gifts to the library and thus follows the guidelines stipulated in this policy as such.

Textbooks

Recognizing the responsibility of schools and universities to provide access to required textbooks for their students, the Port Isabel Public Library does not acquire textbooks required for school curricula.

Toy Collection

A collection of educational toys, intended for use by pre-k thru 2nd grade, is available in the Children's Area. It provides these age groups with a way of learning about their world through playing and builds a foundation for reading through the development of motor and cognitive skills. The collection consists of items such as puppets, puzzles, and pre-historic animals. The foundation for reading is also strengthened by attendance at story time. To encourage this attendance, the toys are only available for in-house use by children accompanied by and adult.

Video Collection

The library collects videocassettes to meet the educational and recreational needs of adults and children. Because of space and budget constraints, the collection is made up of gifts to the library and thus follows the guidelines stipulated in this policy as such. The library does not attempt to offer a wide selection of current videos, which are readily available elsewhere in the community. Emphasis is placed on videos for children, and educational and documentary videos on a variety of subjects.

Young Adult Collection

A limited young adult collection has been established to satisfy the library needs of patrons from the approximate age of 13 to 18 years. It is a transitional collection for the reader moving from the children's collection to the adult collection. The type of materials selected differs significantly from the junior high level because of the social, emotional, and intellectual maturity required reading them. As this is primarily a browsing collection, fiction and paperbacks are emphasized with a selection of topical non-fiction and hardback books. While materials of overall "good literary quality" are included in this collection, popular titles and themes of contemporary interest to the target age groups are stressed.

Collection Development on the Web

Through its Web site, the Port Isabel Public Library directs users to informational resources on the Internet that complement, enhance, and in some cases, parallel resources housed in the library collection. As new resources become available via the Internet, similar reference resources in the library's print reference collection will be evaluated for retention, taking into consideration access, cost, ease-of-use and other selection criteria.

Scope and Breadth

Links are made to Internet sites based on informational needs of the Port Isabel community, areas of emphasis in the collection, and local areas of interest. The Port Isabel Web site leads to other fully developed and specialized subject sites that aim at comprehensive topical coverage, and does not attempt to parallel them in breadth. Although a particular emphasis is made on selecting sites created by governmental, educational, and non-profit entities, links are also made to sites created by for-profit organizations when they meet selection criteria and informational needs.

Selection Criteria

Criteria for selecting sites include authority, coverage, accuracy, relevance, and quality of information, organization, currency, and relation to informational requests from library users. Links to sites will be deleted or removed when they are outdated or superseded by newly identified sites.

Collection Development Scale

The following definitions of collection intensity have been developed to provide guidelines for acquisition and evaluation of subject areas within the collection. They are used in analyzing the collection by Dewey number and/or material type, so that subject strengths and collection emphases at the library are clearly delineated.

Popular/Basic Collection - Acquire best sellers and popular materials based on demand or anticipated demand. Select basic works, which serve to introduce and define a subject. Develop a highly selective collection that is weeded continuously based on use.

Working Collection - Acquire popular, current materials and significant works/classics. Maintain a retrospective collection to reflect standard titles. Develop a minimum depth, broad scope collection. Weed based on significance of title and changing use.

Resource Collection - Acquire popular and significant works; plus purchase extensively for coverage of the "best and most important" resources in a subject area. Develop a collection that provides broad, current, in-depth, and retrospective coverage. Weed based on significance of title, usage, and maintaining existing collection strengths.

Research Collection - Acquire all available current and retrospective works for comprehensive coverage of a field. Retain all titles and holdings with an emphasis on preservation. Virtually no weeding should occur.

Collection Maintenance

Maintenance of the library's collection through constant re-evaluation by the library staff ensures its usefulness and relevancy to the community. This evaluation depends heavily on the staff's professional expertise in assessing the needs of the community and the content of the collection. Those materials determined to no longer be of value are withdrawn from the collection.

Discarding Library Materials

Library materials are discarded for one or more of the following reasons:

- Obsolescence: subject matter is no longer timely, accurate, or relevant
- Damage or poor condition
- Space limitations
- Insufficient use

The last copy of a work at the Port Isabel Public Library is evaluated in terms of its value to the community, with consideration to the following:

- Local interest
- Reputation of author, publisher, producer, illustrator
- Significance as identified in standard bibliographies
- Quality of graphics
- Uniqueness of information for research

Replacement

Replacement of materials withdrawn is not automatic. The decision to replace is influenced by:

- Availability of copies in the system
- Popular interest
- Adequacy of coverage in the subject area
- Significance in subject area
- Cost and availability

Binding

The decision to bind materials is made with consideration to the same factors involved in replacement. In addition, the following should influence the decision to bind:

- Adverse impact on circulation because of appearance
- Feasibility of binding

Cost of binding vs. cost of replacement

Revision of Policy

This collection development policy will periodically be evaluated and revised as times and circumstances require.

Collection Policy approved by City of Port Isabel Council September 23,2003.

LIBRARY BILL OF RIGHTS

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

**Adopted June 18, 1948.
Amended February 2, 1961, and January 23, 1980,
inclusion of "age" reaffirmed January 23, 1996,
by the ALA Council**

THE FREEDOM TO READ STATEMENT

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label “controversial” views, to distribute lists of “objectionable” books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to avoid the subversion of politics and the corruption of morals. We, as citizens devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary citizen, by exercising critical judgment, will accept the good and reject the bad. The censors, public and private, assume that they should determine what is good and what is bad for their fellow citizens.

We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they need the help of censors to assist them in this task. We do not believe they are prepared to sacrifice their heritage of a free press in order to be “protected” against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings. The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox or unpopular with the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept with any expression the prejudgment of a label characterizing it or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for the citizen. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and

the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all citizens the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953; revised January 28, 1972, January 16, 1991, July 12, 2000, by the ALA Council and the AAP Freedom to Read Committee.

FREEDOM TO VIEW STATEMENT

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantees of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed by the ALA Council January 10, 1990

FREE ACCESS TO LIBRARIES FOR MINORS **An Interpretation of the Library Bill of Rights**

Library policies and procedures which effectively deny minors equal access to all library resources available to other users violate the *Library Bill of Rights*. The American Library Association opposes all attempts to restrict access to library services, materials, and facilities based on the age of library users.

Article V of the *Library Bill of Rights* states, “A person’s right to use a library should not be denied or abridged because of origin, age, background, or views.” The “right to use a library” includes free access to, and unrestricted use of, all the services, materials, and facilities the library has to offer. Every restriction on access to, and use of, library resources, based solely on the chronological age, educational level, or legal emancipation of users violates Article V.

Libraries are charged with the mission of developing resources to meet the diverse information needs and interests of the communities they serve. Services, materials, and facilities which fulfill the needs and interests of library users at different stages in their personal development are a necessary part of library resources. The needs and interests of each library user, and resources appropriate to meet those needs and interests, must be determined on an individual basis. Librarians cannot predict what resources will best fulfill the needs and interests of any individual user based on a single criterion such as chronological age, level of education, or legal emancipation.

The selection and development of library resources should not be diluted because of minors having the same access to library resources as adult users. Institutional self-censorship diminishes the credibility of the library in the community, and restricts access for all library users.

Librarians and governing bodies should not resort to age restrictions on access to library resources in an effort to avoid actual or anticipated objections from parents or anyone else. The mission, goals, and objectives of libraries do not authorize librarians or governing bodies to assume, abrogate, or overrule the rights and responsibilities of parents or legal guardians. Librarians and governing bodies should maintain that parents—and only parents—have the right and the responsibility to restrict the access of their children—and only their children—to library resources. Parents or legal guardians who do not want their children to have access to certain library services, materials or facilities, should so advise their children. Librarians and governing bodies cannot assume the role of parents or the functions of parental authority in the private relationship between parent and child. Librarians and governing bodies have a public and professional obligation to provide equal access to all library resources for all library users.

Librarians have a professional commitment to ensure that all members of the community they serve have free and equal access to the entire range of library resources

regardless of content, approach, format, or amount of detail. This principle of library service applies equally to all users, minors as well as adults. Librarians and governing bodies must uphold this principle in order to provide adequate and effective service to minors.

Adopted June 30, 1972; amended July 1, 1981; July 3, 1991, by the ALA Council.

SUGGESTED FOR PURCHASE FORM

Starred items () must be completed for consideration of materials.*

I would like to suggest the library purchase the following item(s):

*TITLE _____

*AUTHOR _____

PUBLISHER _____ YEAR _____

*Where did you hear about this title? _____

*Your Name _____

*Library Card # _____

*Date of request _____

Please let me know the status of my request by:

Phone: _____ Email: _____

____ I will check back

____ I do not need a follow up

NOTE: All library materials are selected in accordance with the library's Collection Development Policy. A copy of the policy is available upon request.

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

Port Isabel Public Library

213 Yturria St. Port Isabel, Tx., 78578

Name (Please give full name)	Date
Address	
City	Zip Code
Telephone: Daytime	Evening
E-mail	
Library Port Isabel Public Library	Call Number of Item
Author	
Title	
Format of Item (Please circle) Book Video Audiobook Magazine Other	

1. What do you find objectionable and/or offensive about this item?
Please give specific examples.

2. Please list the specific page numbers or section of any part that you find objectionable or offensive.

3. Have you read (listened or viewed) the item in its entirety? If not, what pages or sections have you read (listened or viewed)?

4. Have you read any critical reviews of this item? Please include source.

5. Do you recommend that the library reclassify this item or remove it from the collection?

6. Do you have a recommendation for an alternative to this item?

The Port Isabel Public Library appreciates your interest in the library's collection. You will receive notification of the decision.

Signature of Library User Submitting Reconsideration Form
Date
Signature of Staff Member Receiving Reconsideration Form
Date

