Russell Public Library Collection Development Policy

Collection Development

Materials selected for the Russell Public Library are intended to meet the diverse informational, educational, cultural, and recreational needs of the residents of Russell, within space and budget limitations. The Russell Public Library selects materials for the library collection on the merits of a particular work in relation to the needs, interests, and demands of the community, and follows the principles of intellectual freedom and equal access for all. The Russell Public Library Board of Trustees endorses and upholds the American Library Association ALA Library Bill of Rights and ALA Code of Ethics
The Library's collection is predominantly targeted to an English speaking audience and includes books, large print books, periodicals and newspapers in print, paperback books, audiobooks and videos, and teaching kits.The regional community has a diverse background in terms of race, faith, gender, sexual orientation, and ethnicity which is reflected within each of the developmentally appropriate collections.The Russell Public Library provides access to a variety of online databases on the library computers.

Responsibility for Selection

The Board of Trustees approves all overarching policies as the governing body of the Russell Public Library and delegates the implementation of this policy to the Library Director. The Library Director may choose to delegate decisions regarding selection and acquisition of materials, deselection, and discarding to specific staff members based on their job description, training, and experience.

Criteria for Selection

The Library considers the value of each item in its entirety and within the context of the collection, not based on specific passages. Materials are not marked or labeled to show judgments as to suitability of content. Evaluation criteria for all acquisitions, whether purchased or donated, are listed below. Not all criteria must be met for an item to be included.

- Provides pleasant reading for recreational and creative use of leisure time.
- Relevant to the particular interests, demands, and needs of the local community
- Receives attention of multiple critics and reviewers, award winners, or inclusion in bibliographies
- Demonstrates significance, accuracy, and timeliness of content

- Represents diverse points of view, contributing positively to awareness of self, community, social and cultural heritage.
- Relevant to early literacy
- Contributes to scholastic support, and enrichment
- Has literary merit and contribution to the field of knowledge
- Contributes to the value of the library's collection as a whole by representing all types and styles of literature.
- Demonstrates a suitable format for library use, ease of use and affordability

In order to respect the talents and efforts of authors, the Russell Public Library will make all reasonable efforts to ensure that books written in whole or in part by Artificial Intelligence are not included in our collection. Books inadvertently included in the collection which are later found to be AI generated will be removed from circulation immediately.

The Library acknowledges the difficulty in balancing our wish to encourage local and debut authors with our policy of not allowing AI generated books. At this time any self-published books submitted for consideration to our collection will need to be submitted with a "proof of process", showing an author's research, preliminary drafts, and other materials to show that the credited author was the originator of the work.

Young Adult, Juvenile and Children's Collections

Access

The Library makes its collections available to all. The responsibility for the choice of materials read/viewed by teens and children rests completely with their parents or legal guardians. The library has clearly delineated sections for Adults, Young Adults, (7th -12th grade) Juveniles(1st-6th grade) and Children to help in that process. It is not the responsibility of the library staff to in any way choose, limit or inhibit materials chosen by minors who are on their own in the library, as we respectfully support the rights of all individuals as outlined in the ALA Library Bill of Rights.

The Young Adult, Juvenile and Children's Collections include a variety of formats and genres including fiction, non-fiction, graphic novels and videos.

The Young Adult (7th -12th grade), Juvenile (1st-6th grade) and Children's collections include fiction (in hardcover, trade paperback, and mass market paperback formats), graphic novels (including traditional graphic novels in paperback or hardcover)videos, and non-fiction materials.

Y.A Fiction

The Y.A. Fiction collection meets the recreational and educational needs of students in seventh through twelfth grades. Books are selected to meet the varying reading interests and reading abilities. Series and genre fiction are included as well as novels about the problems of contemporary teens that cover a wide range of subjects, themes, and life situations.

A work of fiction may be purchased despite the use of an occasional unpleasant word or incident, provided that the total impact of the book meets other selection criteria.

Y.A. Non-Fiction

Chief points considered in the selection of non-fiction titles include readability, accuracy of content, relevance, existing library holdings, and community interest. Non-fiction titles should provide a balance between popular, high interest titles and those that supplement existing knowledge on a topic.

Manga, graphic novels, and comics are selected based upon the age appropriateness of the text and illustrations. The collection will include titles for older teens; however, no rated M or mature titles will be selected for inclusion in the YA Section. The collection may also include non-fiction and classics in graphic format. Selections are based upon professional reviews, customer requests, and the popularity of styles, authors, characters, and series.

Gifts

Please speak to the Russell Public Library Director before making a monetary donation/gift or donation/gift of materials to the library. Material gifts will be accepted and judged on the same basis as purchased materials. Inclusion in the collection will be based upon the condition of the material, literary merit, duplication, and available space. Gifts not added to the collection will be disposed of as the library sees fit.

Weeding

The Collection undergoes regular systematic weeding and withdrawal of materials in an attempt to keep the collection relevant and accurate and appealing. Materials may be withdrawn because of unnecessary duplication, poor condition, unsubstantiated content, obsolete content, or disuse. Evaluation techniques are used to measure collection usefulness in terms of scope and depth, as well as strengths and weaknesses.The Public Library does not exclude titles, other than by budgetary constraints or failure to meet selection criteria. Materials are evaluated for deletion based upon the following criteria, however not all criteria must be met for an item to be withdrawn.

- Age and condition of item

- Comparison of the collection with accepted core collection lists
- Circulation (frequency and dates)
- Relevance to observed and anticipated community needs and desires,
- Long-term or historical significance or interest

Artificial Intelligence and Self-Published Works

Russell Public Library recognizes an emerging trend of books and other materials created using generative Artificial Intelligence (AI). We will make all reasonable efforts to not purchase works that are entirely created or narrated by AI, to the best of our abilities.

Self-Published Works

Self-Published books will be subject to the same criteria for selection as any other material in order to be considered for inclusion in our collection.

Our default position is that self-published books submitted for inclusion are authentic in terms of authorship. However, if a self-published work is deemed likely to be substantially generated by artificial intelligence, a further review of the work will be initiated. Materials determined to be substantially generated by artificial intelligence, after further review will be removed from our collection. This determination will be at the discretion of the library director. Appeals may be made in writing to the Board of Trustees.

Request for Reconsideration of Library Materials

Any resident of Russell who wishes to discuss the removal or reclassification of library materials may ask to speak to the Russell Library Director to discuss their concerns. The Russell resident may then ask for a “Request for Reconsideration of Library Materials” form from a staff member. The item will be reviewed by the Staff and Trustees, who will take into consideration the professional reviews and the American Library Association (ALA) Library Bill of Rights and Code of Ethics to make a determination or recommendation regarding the item.
The committee will submit its recommendation to the Library Director within one month. The Library Director will then communicate the Library’s official response to the Russell resident in writing. Items under consideration will remain on the shelves and available to

patrons until a determination is made. Any item that has undergone this review is not eligible for further review for 5 years.