

Collection Development Policy

Updated May 2026

The purpose of the McMinnville Public Library's Collection Policy is to serve as guidance for the selection, evaluation, and needs of library materials. The policy is used to both inform the public of how selection decisions are made, and to act as a tool for librarians to use for all acquisition and withdrawal decisions, allocation of resources, and long-range planning of the collection.

The general principles for the library's collection are to serve the community, to serve the underserved, and to provide experimentation and play. The library is nimble and adapts to changes within the community and advancements in technologies.

ACCESS TO THE COLLECTION

McMinnville Public Library adheres to the principles of intellectual freedom, which favor liberty of thought and an opposition to censorship for reading and viewing. We support your right to access a wide variety of materials even if the content may be controversial, unorthodox or unacceptable to others. Everyone is free to select or reject materials for themselves, the freedom of others to read, listen, or view will not be restricted. The Library does not stand in the place of parents or guardians, as such it is the parents and guardians' responsibility to guide and direct the reading, listening and viewing choices of their own children.

As part of CCRLS (Chemeketa Cooperative Regional Library Services), CCRLS card holders have access to McMinnville Public Library materials as well as most library materials from all CCRLS libraries. For materials not found in the McMinnville collection, interlibrary loans are available through a variety of local, regional, and national systems.

SCOPE OF COLLECTION

Within the limitations of budget, space and availability, the Library provides materials in a variety of established and emerging formats to meet and anticipate community needs, interests and abilities. The Library's collection is a dynamic entity that evolves with new resource additions and revisions of current materials in order to deliver a diverse collection that helps fulfil our role as a community resource. The Library also works cooperatively with other libraries to rotate the purchasing of expensive books and online databases, and to avoid unnecessary duplication.

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SELECTION OF LIBRARY MATERIALS

It is the responsibility of the Library Director and appointed staff to select materials. Suggestions from the public are welcome and are given serious consideration within policy guidelines.

In addition to pursuing the library's mission, selection and addition of materials are subject to these criteria:

- Public demand
- Timeliness
- Accuracy
- Diversity of viewpoints
- Positive critical reviews and awards received
- Significance to the collection
- Suitability of format for library use
- Suitability for intended audience
- Space limitations

COLLECTION MAINTENANCE

To provide and maintain a relevant and appealing collection within limited space, the Library engages in ongoing evaluation of its materials. Care is taken to avoid removing classic works in a subject area, material useful for its historic value, and items of local interest and importance. Books that are of historical significance or out of print will be considered for rebinding. Replacement of damaged, missing, and withdrawn materials is not automatic. The decision to replace is determined by the selection criteria listed in this policy. Discarded (or withdrawn) materials will be disposed of through various means: Friends of the Library book sales, donations, and recycled.

MATERIAL AND FUND DONATIONS

The Library reserves the right to accept or dispose of any gift offered through donation to other libraries or to the Friends of the Library for their book sale. The Library accepts the donation of funds for the purchase of memorial books and books to celebrate a special occasion or to enhance a specific subject area.

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REQUEST FOR RECONSIDERATION

The McMinnville Public Library recognizes the right of individuals to question materials in the Library's collection. An individual questioning material is free to discuss such material with designated members of the library staff. An individual may state his or her opinion in writing on the Reconsideration of Materials Form (appended.) The concern will be reviewed by the supervisor, then the Director of the Library. Questioned materials will be reviewed to determine if they meet the selection criteria as described in this document. The Director will reply to the individual in writing in a timely manner. The item under review will not be removed from circulation *during* the review process.