

**SOLANO COUNTY LIBRARY  
LIBRARY POLICY**

<b>SUBJECT:</b> MATERIALS SELECTION POLICY	<b>POLICY CATEGORY:</b> COLLECTION DEVELOPMENT	<b>DATE:</b> 7/24/00	<b>PAGE NO.:</b> 9.2
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**I. INTRODUCTION**

The Solano County Library provides public library service to people of all ages in a variety of communities of differing interests and concerns. This policy sets guidelines used in the Solano County Library for the selection and placement of books and other materials in its libraries.

The Solano County Library collection consists of six shared collections, one at each of its six branches. The collection includes materials in a variety of formats, including print, audiovisual, and electronic. It includes materials on all reading levels, as well as materials for non-readers.

**A. Mission of the Solano County Library**

The Solano County Library offers professional, innovative, cost-effective service, by providing library materials, resources, information, entertainment, and life-long learning opportunities to enrich the lives of the people of Solano County.

**B. General Governing Factors**

Four factors govern the selection of materials for the Library:

1. The needs of the individual and the community -- those which are expressed and those which are basic and universal, whether expressed or not.
2. The individual merit of each work
3. The Library: its existing collection, budget, and services.
4. Adherence to the American Library Association's *Freedom to Read Statement, Library Bill of Rights*, and the various interpretations to the *Library Bill of Rights* such as *The Universal Right to Free Expression, Statement on Labeling, Free Access to Libraries for Minors* and *Access for Children and Young People to Videotapes and other Non Print Formats*.

**II. COMMUNITIES SERVED**

The Solano County Library currently serves the cities of Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo as well as the unincorporated areas of the county. The city of Benicia operates its own city library and the Dixon Unified School District Library District operates an independent library in Dixon.

The county is situated between the San Francisco Bay Area and the Sacramento Valley, two major metropolitan regions. Like many rural counties in California that have experienced dramatic population surges over the past 10 years, Solano is grappling with issues of growth. These issues frequently focus on how to blend an agricultural base with increasing urban and suburban development while maintaining open space and distinct municipal boundaries.

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Statistical information provided below is taken from data currently being gathered for the Library's forthcoming *Master Facilities Plan*.

The county experienced a major growth spurt in the late 1980s and early 1990s. While that decreased for a few years in the mid-1990s it increased again toward the end of the decade and Solano continues to steadily grow in numbers as well as in the racial, ethnic and economic diversity of its citizenry. The increased population has increased the demand for library services, from both new and long-established residents. The Library has not been able to keep pace with the demand for services and it is projected that this pattern of broadening demand will continue.

Use of the Library is also impacted by a variety of other factors, such as the state take-aways of local revenues in 1992, which greatly curtailed the Library's ability to meet the demand. In addition, the decrease in funding for school library services has impacted the county library's resources as more and more students turn to the Library to complete homework assignments. More recently, the Library's fiscal outlook has improved. In June 1998, voters passed Measure B which resulted in a dedicated 1/8<sup>th</sup> cent sales tax for the Library. The increased revenue has allowed the Library to increase its materials budget substantially for the past few years. In 1998/99 the materials budget was double that of the previous year. Subsequent years have seen continuing increases to the materials budget. This has allowed for rebuilding and expanding the Library's collection.

Solano County's current population is 361,215. The demographics of this population continue to change and is becoming more ethnically and economically diverse. By the year 2020, the population is expected to increase to 520,668.

These factors mandates that the Library pay close attention to the communities it serves and change within them in order to provide the services needed.

**Fairfield**

With a population of 95,300, the city of Fairfield houses both the 10,000 square foot county library headquarters and the 30,000 square foot Fairfield-Suisun Community Library. There are over 44,000 registered patrons using the library, which circulates over 580,000 items annually. The city is the commercial and governmental center of Solano County. The city encompasses a large portion of the central area of the county, including Travis Air Force Base.

By the year 2020, there is a projected population of 133,922.

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**Rio Vista**

Rio Vista is a scenic and historic Sacramento River community located in the Delta region at the confluence of Solano, Sacramento, San Joaquin and Contra Costa counties. The current population is 4,850. It is home to a 5,288 square foot Rio Vista Library in the downtown area. There are 4,240 registered patrons in Rio Vista and over 85,000 items are circulated annually.

In the year 2020, the population is projected to increase to 22,200, a significant increase.

**Suisun City**

With a population of 27,250, Suisun City is approaching build out. Library services are provided by Suisun City Library, which opened in 1992. The library is located on the second floor of a commercial building situated at the corner of Sunset and Merganser streets. There are over 7,800 borrowers and the library circulates over 130,000 items per year.

The projected population in 2020 is 31,346.

**Vacaville**

The city of Vacaville has a current population of 91,500. The 25,186 square foot Vacaville Public Library is located in the cultural center in the city's geographic center. There are over 43,000 registered patrons and the library circulates over 600,000 items per year. While significantly increasing its residential housing units, the city is also attracting new commercial and industrial business such as biotechnology firms.

By the year 2020, the population is projected to increase to 123,900.

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**Vallejo**

With a population of 114,715, Vallejo is the largest city in Solano County. It houses two county library branches: the 96,000 square foot John F. Kennedy Library in the downtown civic center and the 2,500 square foot Springstowne Library on the east side of town in a primarily residential neighborhood. There are over 54,000 registered borrowers in Vallejo and over 670,000 items are circulated annually by the two libraries, with 80% of that circulation taking place at the John F. Kennedy Library. The city is currently recovering from an economic downturn with the closure of Mare Island Naval Shipyard in April 1996. City officials are aggressively pursuing a variety of options for the conversion of the shipyard. The city also is home to Marine World/ Africa USA, a major animal theme park.

The population changes show a continuing decrease in the Caucasian population and an increase in all other ethnic populations. The projected population for 2020 is 142,800.

**Note: Statistical information for this section was derived from a number of sources:**

ABAG Projections 2000, Association of Bay Area Governments  
Solano County Library Usage Statistics 1999/2000

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**III. PRINCIPLES OF SELECTION**

The Solano County Library obtains, organizes, and makes available materials which record the thought, expression, knowledge, and opinion of all peoples, which provide information about one's work, community, the world, and one's place in it, and which serve the recreational needs of the community.

Materials must be measured by a number of criteria. The basic test for selection of any item is whether it is of proven or potential interest to the people served. Secondary considerations include:

- availability and cost of the item
- amount of similar material already in the collection
- extent to which the materials may be available elsewhere in the community
- physical format of the material
- attention by critics and/or reviewers
- local interest or demand

In choosing materials to suit a variety of tastes, differing viewpoints are included. The Library recognizes that some materials chosen may be offensive, shocking, or of no interest to some library users, but may be meaningful and significant to others. It is understood and emphasized that the Library does not endorse opinions expressed in the materials that are collected.

In making materials selections, the Library's professional staff do so in a manner based upon principle, rather than personal opinion; reason, rather than prejudice; and judgment, rather than censorship. Selection is inclusive, rather than exclusive. Variety and balance of opinion are sought whenever possible.

Materials are made as accessible to the public as possible. The Library does not serve as a censor of the reading, viewing, or listening of any member of the community. The Library recognizes the importance in a democratic society of allowing individuals to form their own opinions on issues, particularly controversial issues and, therefore, acquires materials of a controversial nature.

Responsibility for the reading, viewing, or listening of minors rests with their parents or legal guardians. Selection of material will not be restricted by the possibility that these materials may come into the possession of minors. The Library does not act *in loco parentis*.

**IV. RESPONSIBILITY FOR SELECTION**

The ultimate responsibility for materials selection rests by law with the Director of Library Services. The selection process is shared with and delegated to library staff.

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The initial responsibility for materials selection lies with the Library's professional staff, who operate within the areas of service to adults, young adults, and children. All staff members and members of the general public may recommend material for selection consideration.

### **V. PLACEMENT OF LIBRARY MATERIALS**

The public has free access to all library materials.

Placement of materials within the Library is a professional decision. Criteria for placement include:

- age level
- assigned subject classification
- physical format
- susceptibility to loss or damage
- rarity or cost

The Library labels materials for placement only, not to predispose the user to or against materials.

The Library considers the various components of its collections to be elements of one unified collection. In general, the Library does not maintain special interest collections that are separate and apart from the collection as a whole.

Materials may be put into the non-circulating reference collection because of cost, format, comprehensiveness, or high theft rate.

### **VI. GIFT POLICY**

Donations of materials or funds to enrich the Library's collection are welcome. Donated items must meet the same selection criteria as purchased materials. All gifts are evaluated by Library staff as to format, condition, quality, and content. No conditions may be placed on gifts by the donor. Funds may be donated for the purchase of materials and subject areas may be suggested; however, Library staff selects the materials. The Library reserves the right to make the final decision on the use or disposition of gifts of materials. Donated materials are added to the branch collections in a very selective manner. The majority of donated materials are given to the Friends of the Library for inclusion in fundraising book sales.

### **VII. REVISION STATEMENT**

The Collection Development Policy will be reviewed and revised as necessary on an annual basis, in August of each year.

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**VIII. COLLECTION DEVELOPMENT GUIDELINES**

The following guidelines codify the principles, priorities, and limitations that govern materials selection. As funding and space are limited, the Library adds new materials within those limits and library staff continually evaluate existing collections to make room for new materials.

The Collection Development Guidelines are designed to:

establish guidelines for collection development for the Library staff  
provide a basis for cooperative collection building among the Library's branches  
inform the public of the principles upon which selection decision are made

With a few exceptions, this policy treats the collection as a whole, rather than discussing each of the branches individually.

**A. General Guidelines**

The needs, interests, and views of Solano County's diverse population cover a wide spectrum. The Library recognizes its responsibility to provide materials that reflect a variety of opinions, beliefs, and views and that respond to the evolving nature of the community. An effort is made to represent the interests of all groups; however, first consideration is given to those groups most widely represented in the community or those with a demonstrated local interest.

Selection policies are designed to place major emphasis on educational, informational, and recreational materials and to recognize the importance of both basic, permanent-value materials, as well as timely current-value materials.

**B. Selection Sources**

While professionally-trained librarians rely upon a variety of skills and published sources to identify materials selected for inclusion in the Library's collection, it is the Library's policy to give serious consideration to recommendations received from members of the public.

The selection and ordering process begins when a title or subject need comes to the attention of a selection librarian. Materials selection sources may include, but are not limited to:

- professional review journals in print and online format, such as *Library Journal*, *School Library Journal*, *VOYA*, and *Booklist*.
- popular review journals, such as *Newsweek*, *People*, or *Time*.
- reference sources such as *Bowker's Words on Cassette*.
- vendor catalogs from companies, such as Baker & Taylor, Book Wholesalers, Inc., Recorded Books, and Library Video Company.

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- advertisements
- specialized lists and bibliographies
- staff recommendations
- patron requests
- interlibrary loan requests
- collection evaluations
- last copy alerts from the Library's automated circulation system

**C. Selection Criteria**

The best measure of the Library's collection is its usefulness to the residents of Solano County; therefore, usefulness or anticipated demand is the first criteria applied to any item considered for selection. Among the additional criteria used to evaluate library materials are:

- potential use
- literary and artistic merit
- contribution to the aims of education, both formal and informal
- subject matter of current, as well as traditional, interest
- consistently high demand by library users
- reputation and/or professional qualifications of the author
- quality of the writing
- timeliness
- intrinsic value of the author's work
- positive reviews in the media
- standard or classic nature of the title.
- physical condition of the material

Items do not have to meet all criteria to be considered acceptable to be included in the Library's collections.

**D. Formats**

The Library collects materials in a variety of formats, including but not limited to books, periodicals, video recordings, sound recordings (compact discs and cassette tapes), microforms, CD-ROMs, computer software, and online databases. Selection policies are flexible in responding to technological change, insofar as new formats or media that meet the needs and demands of the Solano County community can reasonably be acquired within the space and budget limitations of the Library.

Print nonfiction titles are selected in hardcover when available. Replacement or retrospective fiction titles are also selected in hardcover format.

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**E. Multiple Copies**

Multiple copies of materials are acquired as necessary to meet the high demand for some titles.

**F. Replacement Copies**

Titles that show a continuing popularity are replaced when they become damaged or worn.

**G. Duplication**

Some titles purchased for an age-level collection (adult, young adult, or children's) are duplicated in other age-level collections because reading abilities and interests of the three groups sometimes overlap. Some titles are duplicated in a variety of formats, such as book, book-on-cassette, and videocassette.

**H. Exclusions**

The collection is intended for the use of the general public. Scholarly, scientific, and technical works intended for specialists are generally outside the scope of the collection.

Materials selected for adult and young adult collections that attempt to represent realistically some aspect or challenge of life are not excluded solely on the basis of explicit language or image. Neither are materials representing the views of historically important world or national persons or philosophies excluded solely because they have been widely rejected.

Materials containing extremes of sex, violence, or abusive language are excluded when those experiences are an end to themselves, rather than part of a plot or theme.

Materials which advertise or promote an argument without reliable documentation or which are written in a violent, sensational, or inflammatory manner are excluded.

The Library does not collect materials published for the non-library market, such as coloring books, game books, or books with removable pages. Books with moveable parts, toy books, pop-ups, mechanical books, and those with breakable parts are not selected because they do not hold up to repeated circulation.

**I. Reconsideration**

The Solano County Library has a policy and procedure to address a patron's request for reconsideration of the inclusion of materials in the collection. (*Solano County Policy and Procedures Manual*, page 9.3-3.)

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**J. Withdrawal**

Materials are withdrawn from the collection for several reasons, among them:

- there is no longer a demand for that title
- there are more copies than will likely be in use at one time
- information contained in them is obsolete
- items are physically worn and not usable.

**K. Resource Sharing**

Sharing resources improves the level of service available to library users in Solano County. Materials are shared among the branches of the Solano County Library and among the libraries participating in the Solano, Napa, and Partners (SNAP) consortium. These libraries include the Benicia Public Library, the Napa City-County Public Library, the Napa Valley College Library, the Solano Community College Library, and the St. Helena Public Library.

As a member of the North Bay Cooperative Library System (N.B.C.L.S.), the Library shares its materials with other North Bay Cooperative members. To make resource-sharing more useful and effective in serving the needs of all library users in the area served by N.B.C.L.S., the Solano County Library participates in collection building information-sharing.

**L. Children’s Materials Collection Development**

Children’s materials are selected to create a collection that reflects the community served and includes materials for children of all abilities and reading levels from birth through thirteen years of age. The collection is responsive to changing needs and interests and provides accurate and current information on a wide range of subjects of interest to children. It is balanced to provide for the interest, information, and enlightenment of the borrower. An attempt is made to include materials that address worldwide multi-culturalism in an effort to expand the user’s perspective beyond the immediate community. The collection includes pleasurable materials that are popular and have a wide appeal to children, as well as homework support materials and information for people who work with children.

Along with the general selection criteria mentioned in part VIII-C used to evaluate and select library material, the following criteria specific to children’s materials are considered:

- theme that is appropriate to age-level for which the material is intended
- writing style that is suitable to the age level for which the book is intended
- vocabulary that is alive and varied
- illustrations that
  - clearly portray the story
  - reflect the text

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- are placed appropriately throughout the work
- have artistic merit
- characterization
  - characters that come to life
  - characters that do not reinforce negative stereotypes
  - characters that are not merely vehicles for moving the plot along or expressing a point of view
- format that is appropriate to the subject and the intended age level
- type face that is clear and of appropriate size
- authenticity of setting (when applicable); historical, contemporary, and fantasy

**M. Young Adult Materials Collection Development**

The Library recognizes that young adults have special needs and interests in terms of recreational and informational materials. In order to continue fostering and promoting a lifelong interest in books and reading among young people aged thirteen through eighteen, the Library strives to maintain a young adult collection of popular fiction and non-fiction paperbacks, high-interest hardbound fiction and non-fiction, and periodicals. Because the paperback format is most popular with young adults, paperback books are the focus of the collection. The young adult collection provides a transition from the children's to the adult collections to encourage growth, reading, and lifelong use of the public library. The adult and children's collections, because of their depth and breadth, are better able to serve most reference and school assignment needs of teenagers. Audiovisual material of interest to young adults is collected.

In addition to general selection guidelines, Young Adult materials selection takes into account the interests and concerns of the adolescent. As such, the Library collects fiction, biography, and self-help books, as well as books on hobbies, recreational activities, educational choices, current social issues, and materials dealing with self-image and personal development. Although literary quality and value are important considerations for selection, the focus of the teen years upon peers, popular trends, fads, and fashion also necessitates the purchase of materials of a more ephemeral nature, which have broad, popular appeal.

**IX. FICTION**

**A. Goals**

The goals for the fiction collection are to:

- provide adequate copies of titles that are in high demand.
- provide a wide range of authors in a variety of genre (including, but not limited to mystery, science-fiction, romance, and western) that are of interest to all ages of the Library's users
- retain older works that continue to be widely read
- retain works of lasting literary value.

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**B. Adult fiction**

Along with the general selection criteria mentioned in part VII-C above, adult fiction is evaluated on the basis of one or more of the following criteria:

- popularity of the author
- popularity of the genre
- wide publicity of the work

**C. Children’s fiction**

The goals of the children’s fiction collection are to stimulate reading and to develop in children a lifelong appreciation of books and reading. Children’s fiction comprises a variety of formats, including picture books, easy readers, and juvenile fiction.

**D. Young Adult fiction**

The goal of the young adult fiction collection is to provide a variety of recreational titles in demand by young adults in our communities, materials with wide appeal, works by noted authors of young adult fiction, and literary classics in demand for recreational or school-related reading. There is some overlap with the children’s and adult fiction collections.

**E. Replacement**

Fiction titles that have shown a continuing popularity are replaced when they become damaged or worn. Generally, replacing older fiction is a lower priority than purchasing new fiction.

**X. NON-FICTION**

**A. Goals**

The goals of the non-fiction collection are to provide materials that are accurate, current, interesting, and useful to the general public. While Solano County Library recognizes the need to provide materials that supplement academic programs up to the community college level, it is not the Library’s intent to provide textbooks for students nor to duplicate existing collections at local schools, colleges or special libraries. The library does, however, collect basic homework support materials.

The demand for information is not equal in every field of study. Since both funds and space are limited, it is the Library’s intent to make those subjects that are in highest demand a priority in building the collection.

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**B. Collection Development Level Codes**

In the section that follows, reference is made to collection development codes and levels. These levels and their definitions are used by the Library as well as the other members of the North Bay Cooperative Library System to quantify the depth and breadth of the Library's various collections. These level codes apply to all age levels.

***Minimal level:*** a subject area in which few selections are made beyond very elemental or introductory works. There is unsystematic representation of the subject, although an attempt is made to collect basic authors and some core works.

***Basic level:*** a highly selective collection that serves to introduce and define the subject and to indicate the varieties of information available elsewhere. It includes major dictionaries and encyclopedias, selected editions of important works, historical surveys, important bibliographies, and a few major periodicals in the field.

For a juvenile and young adult collection, the basic level includes materials to meet the basic recreational and informational needs of children through high school and to indicate the wider variety of materials available elsewhere, including the adult collection in the Library.

***Initial study level:*** a collection which is adequate to support independent study and undergraduate level courses. It includes a judicious selection of currently published basic monographs, supported by seminal retrospective monographs; a selection of the most significant works of secondary writers; a selection of the major review journals; and current editions of the most significant reference tools and bibliographies pertaining to the subject.

Initial study level in terms of the juvenile and young adult collections would be adequate to support the interests, needs, lifelong learning, and reading abilities of children through high school at a basic or introductory level. This level would include materials to support basic school assignments.

***Advanced study level:*** a collection that provides resources adequate for imparting and maintaining knowledge about the primary and secondary topics of a subject area. This level can support master's degree level programs as well as other specialized inquiries, such as those of subject professionals. The Library does not collect materials at this level.

***Research level:*** a collection that includes the major published source materials required for dissertation and independent research, including materials containing research reporting, new findings, scientific experimental results, and other information useful to researchers. The Library does not collect materials at this level.

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**C. Collection Levels by Subject Area**

Following is a selected list of subject areas in which the Library selects materials and a general description of collection level goals. Selection of library materials is not limited to those subjects discussed in the list. (The numbers refer to the Dewey Decimal Classification system.)

**000 Generalities**  
**Computer Science**  
**Library Science**

***Generalities***

Most of the materials in this area are used for browsing (such as books of trivia) or for quick reference (such as encyclopedias). As a result, a fairly high percentage of titles are held as reference materials and do not circulate. Titles are selected for their currency, accuracy, and ease of use for quick reference. Every branch should have at least one set of current general encyclopedias. Collection development is at the *basic* level.

Periodicals are collected at the *minimal* level.

Children's materials are collected according to the same guidelines.

***Computers (001.6, 003-006)***

Selection is primarily geared toward the home computer user. Materials cover a range of general technical and computer programming needs, guides to popular software applications, and Internet-related topics. Technical materials for the computer specialist and advanced study materials are beyond the scope of this collection. Collection development is done at the *basic* level.

Replacements, with few exceptions, carry a copyright date of no more than three years old, due to the quickly evolving nature of computer technology. Because this field changes rapidly, materials quickly become obsolete; therefore, periodicals are an important part of this collection.

Few titles are considered appropriate for reference.

Children's materials are collected according to the same guidelines. Young adult materials are *minimally* collected.

***Library Science (020)***

Selection of library science titles is generally intended to serve Library staff. This collection includes materials on collection building, library administration, and technical services, among

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other library-related subjects. Some frequently used titles are held at the branches, but most titles are part of the professional collection located at Headquarters. Materials are collected at the *basic* level.

Periodicals are collected at the *basic* level.

**100   Philosophy  
      Psychology  
      Occult Science**

***Philosophy (100-119; 140-149; 160-199)***

Philosophy materials are selected at the *minimal* level, with an attempt to collect works on the major schools of thought, significant major philosophers, and popular works in the field.

Children's materials are collected according to the same guidelines.

***Psychology (130-131; 150-159)***

Selection in the area of psychology emphasizes self-help and popular psychology at the *basic* level. The core collection is developed to the *basic* level and includes introductory and classic works.

Periodical collection is *minimal* with a few basic titles aimed at a general audience.

Children's materials are collected at the *minimal* level. Young adult materials are collected at the *minimal* level, with an emphasis on works of popular psychology.

***Occult Sciences (133-139)***

Materials are selected at the *basic* level. Because there is often a high demand for titles in this subject area, duplicate copies with inexpensive bindings are sometimes selected. Because there has historically been a high loss rate in this area, replacements are frequently purchased.

Heavily used ready reference works and encyclopedic works are selected for the reference collection.

Children's materials are collected at the *basic* level and young adult materials are collected at the *minimal* level.

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**200 Religion**

Materials are selected at the *basic* level. The collection includes works about the world's major religions and denominations represented in each community, as well as inspirational titles. Also included are works on mythology and non-deistic religious sects. Representative works on atheism and agnosticism are included. Representative versions of holy books and commentaries are included.

Periodicals on religion are collected at the *minimal* level and are generally limited to those of a broad scope.

Materials intended to proselytize are not collected.

Children's and young adult materials are collected at the same level.

- 300 Social Sciences**
- Political Science**
- Law**
- Military Science/Warfare**
- Fundraising**
- Criminology**
- Education**
- Customs/Etiquette/Folklore/Costume**

***Social Sciences***

Social sciences in general are collected at the *basic* level. Some general or comprehensive works are appropriate for reference. Different sides of controversial issues are represented. Works for the specialist or the scholar are not collected.

Periodicals are collected at the *minimal* level. The Library supplements the print periodical collection with access to online databases.

Children's and young adult materials are collected according to the same guidelines.

***Political Science (320)***

Collection is at a *basic* level.

Representative works on a variety of political systems and beliefs are provided, some of which may be controversial.

Periodicals are collected at the *minimal* level.

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Children's and young adult materials are collected at the *minimal* level.

***Law (340)***

Collection is at the *basic* level. Materials are selected for the informed non-professional and those with no legal background. The Library provides reference collections of city, county, state, and federal laws. Beyond that, the Library does not attempt to duplicate the collections of the Solano County Law Library.

Replacements, with few exceptions, carry a copyright date of no more than five years prior.

Periodicals are collected at the *minimal* level.

Children's and young adult materials in the area of law are collected at the *minimal* level.

***Military Science/Warfare (350)***

On the whole, the collection is at the *minimal* level. In some communities, however, the collection may go beyond that to a *basic* level to reflect a local interest in military affairs. In general, military theory is collected at the *minimal* level, while popular military works and works about military decorations, ships, airplanes, weapons, and uniforms are collected at the *basic* level.

Periodicals are collected at the *minimal* level.

Children's materials and young adult materials are collected at the *minimal* level.

***Fundraising (361)***

Collection is at the *basic* level and includes materials on grant writing as well as fundraising. The collection may go beyond this to the *initial study* level at Library Headquarters to reflect support of the Solano County Library Foundation's fundraising efforts.

Periodicals are collected at the *minimal* level.

***Criminology (364)***

Collection is at a *minimal* level, with the exception of works on true crime, which are collected at the *basic* level.

Periodicals are collected at the *minimal* level.

Children's and young adult materials are collected at the *minimal* level.

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*Education (370)*

Collection is at a *basic* level for all materials, including periodicals.

Children's and young adult materials are collected at the *minimal* level. The Library maintains a collection of materials for people who work with children. This collection is maintained at the *basic* level.

*Custom, Etiquette, Folklore, Costume (390)*

Collection is at the *basic* level. High demand for some subjects or titles indicates a need for duplicate copies in many cases.

Periodicals are collected at the *minimal* level.

Some general titles are appropriate for the reference collection in addition to the circulating collection.

Children's materials on folk and fairy tales are collected at the *initial study* level. Other children's materials are collected at the *basic* level. Young adult materials are collected at the *minimal* level.

**400 Language and Linguistics**

English language materials are collected at the *basic* level. Duplicate copies of dictionaries and instructional materials in grammar, usage, and spelling books are appropriate where there is a high demand.

Reference copies of multi-lingual dictionaries are collected. Circulating copies are collected where the materials budget allows.

Non-English language materials are addressed in the non-English language section of this policy.

English-as-a-second-language materials are collected, with the number of duplicates and languages dictated by local demand.

Literacy materials are addressed in the Literacy section of this policy.

Periodicals are collected at the *minimal* level.

Children's and young adult materials are collected at the *minimal* level.

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**500 Pure Sciences**

Materials in the pure sciences are collected at the *basic* level. Most materials are appropriate for the novice and the informed layperson. The collection is intended to provide supporting materials for high school and younger students, as well as some beginning college-level science students. Technical and scholarly works written for the specialist are not collected.

Occasionally, arithmetic and introductory mathematics materials are available only in textbook form.

Periodicals are collected at the *minimal* level.

Children's materials are collected according to the same guidelines. Young adult materials are collected at the *minimal* level.

**600 Technology (Applied Sciences)**

**Medicine**

**Automotive Engineering**

**Gardening**

**Home Economics**

**Business**

**Construction and Mechanical Trades**

***Technology (600)***

Generally, materials in the area of technology are collected at the *basic* level.

Periodicals are collected at the *basic* level.

***Medicine (610)***

This collection is intended to serve the needs of those without a medical background. The collection includes information on disease and illness, legal and illegal drugs, as well as alcohol and drug abuse. The collection contains material dealing with sex education that is intended to serve the information needs of people of all ages and reflect differing social mores of the community. Although selection is concentrated on "lay" materials, technical materials are occasionally selected when they are the only information source on a topic of interest to Library users. Collection of this material is done at the *basic* level.

Replacements, with few exceptions, carry a copyright date of no more than two years prior.

Periodicals are collected at the *basic* level. The Library subscribes to online health-related resources.

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Children's and young adult materials are collected at the *basic* level to meet the needs of children, as well as parents who want materials at their children's reading levels.

***Automotive Engineering (629)***

The Library collects primarily reference materials at the *initial* study level.

Children's and young adult materials are collected at the *minimal* level.

***Gardening (630)***

Materials on gardening and landscaping are collected at the *basic* level and are intended for the lay person.

Periodicals are collected at the *minimal* level.

Children's materials are collected at the *minimal* level.

***Home Economics (640)***

Materials on various aspects of home economics are collected at the *basic* level. Areas of interest to patrons include cooking, sewing, crafts, parenting, home schooling, and bed & breakfast management.

Periodicals are collected at the *basic* level.

Children's materials are collected at the *basic* level. Young adult materials are collected at the *minimal* level.

***Business (650)***

Small business and investment materials are collected at the *basic* level.

Very expensive, ready-reference business services and most annual publications are designated for in-library use only.

Periodicals are collected at the *basic* level. The Library subscribes to online business resources.

***Construction and Mechanical Trades (670, 680, 690)***

Materials on various aspects of home repair, such as furniture repair, landscaping, plumbing and remodeling are collected at the *basic* level. Practical and technical materials, such as code books

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and apprentice guides are collected at the *basic* level. The Library maintains a collection of test books. Further information about this collection appears in the Exam Books section of this policy.

Children's materials are collected at the *minimal* level.

Periodicals are collected at the *minimal* level, with an emphasis on home improvement magazines.

- 700 Fine Arts**
  - Landscaping**
  - Architecture**
  - Decorative Arts**
  - Antiques & Collectibles**
  - Photography**
  - Music**
  - Theater Arts**
  - Outdoor Recreation**

***Fine Arts (700)***

Art history and appreciation are collected at the *basic* level, emphasizing materials of interest to the general public and informed layperson.

***Landscaping (710)***

Materials on the landscaping and the design of gardens are collected at the *basic* level.

Periodicals are collected at the *minimal* level.

***Architecture (720)***

Materials on architecture are collected at the *minimal* level.

Periodicals are collected at the *minimal* level.

***Decorative Arts (740)***

Materials on handicrafts and interior decorating are collected at the *basic* level.

Periodicals are collected at the *basic* level.

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Children's materials are collected at the *basic* level. Young adult materials are collected at the *minimal* level.

***Antiques and Collectibles (745)***

Materials on antiques and collectibles are collected at the *basic* level.

Periodicals are collected at the *minimal* level.

***Photography (770)***

Materials on photography are collected at the *basic* level.

Periodicals are collected at the *minimal* level.

Children's materials are collected at the *minimal* level.

***Music (780)***

Musical scores, librettos, songbooks, music history, general informational, and instructional method materials are collected at the *minimal* level.

Musical sound recordings are addressed in the Audiovisual Collections section of this policy.

Children's and young adult materials are collected at the *minimal* level.

***Theater Arts (791-792)***

Materials on stagecraft and dance are collected at the *basic* level. Materials related to plays and the theater are collected at the *basic* level. Materials related to movies and television are collected at the *basic* level. This includes videorecordings, biographies and plot summaries.

Periodicals are collected at the *minimal* level.

Children's and young adult materials are collected at the *minimal* level.

***Sports and Outdoor Recreation (796-799)***

Materials on sports and outdoor recreation are collected at the *minimal* level.

Periodicals are collected at the *minimal* level.

Children's and young adult materials are collected according to the same guidelines.

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**800 Literature**

Literature (not including titles that the Library normally catalogs as “fiction”) is collected at the *minimal* level. Materials on literary technique, criticism, literary biography, literary synopses, composition, rhetoric, etc., are collected at the *basic* level.

Periodicals are collected at the *minimal* level.

Children’s and young adult materials are collected at the *minimal* level.

**900 Travel  
Biography  
Genealogy  
History  
Local History**

***Travel (914-919)***

Travel materials are collected at the *basic* level, with an emphasis on California description and travel.

Periodicals are collected at the *minimal* level.

***Biography (920-928 and B)***

Biographies are collected at the *basic* level. Collections focus on individuals that are currently popular, as well as significant figures in U.S. and world history.

Children’s and young adult materials are collected according to the same guidelines.

***Genealogy (929)***

Genealogical materials, such as handbooks and overviews are collected at the *minimal* level. Family histories are not collected, with the exception of prominent local families. Because of cost, rarity, or frequent use, most genealogical materials are for use only in the library.

Periodicals are collected at the *minimal* level.

***History (940-990)***

History is collected at the *basic* level, with an emphasis on American and 20th century history.

Periodicals are collected at the *basic* level.

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Children's materials are collected at the *basic* level. Young adult materials are collected at the *minimal* level.

***Local History (979.4)***

The history of Solano County and the immediate area is collected at the *initial study* level. Local history materials that are rare, expensive, or difficult to replace will generally be available for in-library use only.

The collection emphasizes use over preservation. Items that require preservation or that are not compatible with a use-oriented environment should be cared for by organizations other than the Library and are offered to them.

Locally published periodicals in the subject area are collected at the *initial study* level.

**XI. AUDIOVISUAL COLLECTIONS**

**A. Video Recordings**

The Library purchases video recordings in order to maintain a well-balanced collection of adult and children's videos for the personal use of its patrons. Materials are collected that appeal to the educational and recreational needs of the broadest range of the community.

Video recordings are purchased in VHS and DVD format.

Adult feature films are purchased in DVD format only.

Closed-captioned productions are purchased when available.

Preference is given to the purchase of titles new to the collections. Available titles in high demand are replaced, particularly in the children's collections.

Where there is a high demand for a title, multiple copies of videorecording titles may be purchased for distribution throughout the Library system.

Although most of the video collection is intended for personal use, public performance videos are purchased when available.

To meet the needs of Solano County's various ethnic communities, the Library purchases video recordings in languages other than English.

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**1. Selection Areas**

The subject matter of video recordings adheres to the same guidelines as for print material.

The Library purchases the following types of videorecordings:

- Feature films, including classics, new releases, and significant international films with subtitles
- Educational/informational films in a variety of subject areas. This includes informational, instructional, and self-help materials

**2. Selection Criteria**

In general, the selection of videocassettes and digital video disks (DVDs) follows the same standards as for print material; however, the Library recognizes that video recordings have some fundamental differences relative to visual presentation and should be evaluated accordingly. Criteria for video recording selection are listed below. An item need not meet all of the criteria to be judged acceptable.

- Quality of production, including artistic merit (i.e., cinematography, sound, costuming, and special effects), scholarship, historical value, social significance and cultural significance.
- Length
- Price
- Critical reviews and award winners
- Patron demand, as demonstrated by patron requests, circulation statistics, and assessment of existing collection area
- Anticipated community need/demand
- Availability of the information in other formats or elsewhere in the collections and the community
- The Motion Picture Association of America (MPAA) ratings code may be considered in selection, but it is not a reason for including or excluding a title. The Library has no legal obligation to enforce MPAA or other ratings. The Library recognizes that the parent is responsible for guiding the viewing selections of his/her children; the Library does not act *in loco parentis*.
- Videorecordings containing extremes of sex and violence will be excluded when these experiences are an end to themselves, rather than part of the movie theme.
- Videorecordings whose main purpose is as a sales medium or product promotion are not added to the collection.
- Videorecordings that are packaged in a manner unfit for circulation are not purchased or are repackaged by the Library to facilitate circulation.

**B. Sound recordings**

The Library purchases sound recordings to maintain a well-balanced collection of adult, young adult, and children's cassette tapes and compact discs for the personal use of its patrons. Materials are collected that appeal to the educational and recreational needs of the broadest range of the community.

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Recorded music is purchased in compact disc (CD) formats. Cassettes, CD and book/cassette combinations are the primary format for recorded book .

Preference is given to the purchase of titles new to the collections. Available titles in high demand are replaced, particularly in the children's collections.

Where there is a high demand for a title, multiple copies of sound recording titles may be purchased for distribution throughout the Library system. Works are sometimes purchased in both cassette and CD format to assure availability in both formats.

**1. Selection Areas**

The subject matter of sound recordings adheres to the same guidelines as for print material. The Library purchases the following types of sound recordings:

- Spoken word, including fiction and non-fiction. Fiction includes classic and contemporary fiction, as well as genre such as adventure, suspense, romance, mystery, and western. Non-fiction is purchased in a variety of subject areas and includes instructional and self-help materials. CD is the preferred format for spoken word materials. The Library purchases unabridged editions of books-on-cassette or CD.
- Language instruction and English-as-a-second language (ESL), at beginning and intermediate levels. ESL recordings are purchased mainly in those non-English languages in which the Library currently collects print material. Additional ESL recordings may be collected in other non-English languages that are spoken in the communities.
- Music, including, but not limited to, classical, musicals, popular/rock, blues, jazz, folk, country & western, gospel, and world music.

**2. Selection Criteria**

In general, the selection criteria of sound recordings follows the same standards as for print material; however, the Library recognizes that sound recordings have some fundamental differences relative to aural presentation and should be evaluated accordingly. Criteria for sound recording selection are listed below. An item need not meet all of the criteria to be judged acceptable.

- Quality of sound reproduction, including technical quality and clarity
- Length
- Price
- Critical reviews and award winners
- Reader and author recognition for spoken word materials
- Patron demand, as demonstrated by patron requests, circulation statistics, and assessment of the existing collection area.

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- Anticipated community need/demand.
- Availability of the information in other formats or elsewhere in the collections and the community
- Ratings codes, such as those developed by the Parents Music Resource Center (PMRC) may be considered in selection, but are not a reason for including or excluding a title. The Library has no legal obligation to enforce PMRC or other ratings systems. The Library recognizes that the parent is responsible for guiding the listening selections of his/her children; the Library does not act *in loco parentis*.
- Sound recordings whose lyrics contain extremes of sex, violence, or abusive language are excluded.
- Sound recordings whose main purpose is as a sales medium or product promotion are not added to the collection.
- Sound recordings that are packaged in a manner unfit for circulation are not purchased or are repackaged by the Library to facilitate circulation.

### **C. CD-ROM**

The Library purchases computer CD-ROM titles to maintain a balanced collection of adult, young adult, and children's CD-ROMs for the personal use of its patrons. Materials are collected that appeal to the educational, international, and recreational needs of the broadest range of the community.

When possible, items are purchased in WIN/MAC format. PC format is preferred over MAC format. DOS format is not purchased.

Programs requiring registration by a single user (games, finances, etc.) are avoided.

Preference is given to titles new to the collection. Lost or damaged titles in high demand are replaced when available. Where there is high demand for a title, multiple copies may be purchased for distribution.

#### **1. Selection areas**

In general, the selection of CD-ROMs follows the same standards as for print material. Materials are collected that are primarily informational and educational in nature. The library purchases the following types of CD-ROMs:

- Informational titles in a variety of subjects. This includes instructional, how-to-do-it, and self-help items. Examples of subjects included (but are not limited to): arts and museums, gardening, cookery, genealogy, home improvement, health and computer and business productivity.

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- Educational and educational/recreational titles including interactive multimedia adaptations of literature, educational/instructional games, achievement tests, typing, and music instruction.

**2. Selection criteria**

In general, the selection criterion of CD-ROMs follows the same standards as for print material; however, the Library recognizes that CD-ROM recordings have some fundamental differences relative to interactive multimedia presentation, and should be evaluated accordingly. Criteria for CD-ROM selection are listed below. An item need not meet all of the criteria to be judged acceptable.

- Quality of software, including scholarship, technical quality, and clarity
- Price
- Critical reviews and award winners
- Publisher's reputation
- Patron demand, as demonstrated by patron requests, circulation statistics, and assessment of the existing collection area
- Software should be intended for the general public
- Anticipated community need/demand
- CD-ROMs containing extremes of sex and violence are excluded when these are an end to themselves.
- CD-ROMs whose main purpose is as a sales medium or product promotion are not added to the collection.
- CD-ROMs that are packaged in a manner that is inappropriate for circulation are not purchased or are repackaged by the Library to facilitate circulation.

**XII. OTHER COLLECTIONS**

**A. Non-English Language Materials**

The Library maintains a collection of materials in a variety of formats in the Spanish language. The collection consists of popular fiction and non-fiction and is primarily intended to provide recreational reading, listening, and viewing for patrons fluent in this language. The most important criteria for selecting non-English language materials are demand and use. Material in other languages is available through interlibrary loan from the California State Library.

The Library has small cataloged collections as well as uncataloged browsing collections in other non-English languages at some of the branches. Currently, nothing is added to these collections.

Periodicals in Spanish are collected at the *minimal* level.

Children's materials in Spanish are collected according to the same guidelines.

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In order to serve English speakers wishing to learn other languages, the Library collects instructional materials and some children's literature in non-English languages at the *minimal* level. Materials are collected in book and audiocassette format in a variety of languages.

**B. Literacy**

Materials for adult new readers are collected at the *basic or initial study* level. This collection supports the Library's Adult Literacy Program. This material is intended to provide supplemental materials for adults who are learning to read. The books are generally thin paperbacks and are shelved in a separate collection. Reading levels range from grades 1 to 6.

**C. Government Publications**

Government publications at the John F. Kennedy Library and other branches are selected and made available under the same criteria for similar subject materials purchased from commercial sources.

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Local and regional documents are collected as available and as needed.

**D. Large Print Materials**

Large print materials are selected for people with impaired vision, but are available to any library patron. The large print collection contains a broad range of fiction and selected non-fiction titles.

**E. Maps**

The John F. Kennedy Library is a partial depository for topographic maps of the western United States at the *minimal* level. Other branches collect some topographic and other special maps. Road maps are collected, with an emphasis on the local area.

**F. Exam Books**

The Library maintains a collection of examination books on a variety of topics. Selections are made to address local employment opportunities, basic reading and mathematics comprehension, high school equivalency, standardized educational tests (such as the SAT and ACT), and the Armed Services Vocational Aptitude Battery (ASVAB).

**G. Textbooks**

In general, textbooks are not added to the collection unless there is little subject material available from other sources. Multiple copies intended for classroom use are not purchased; neither are materials designed solely for use by teachers in the classroom. Practice workbooks for handwriting, spelling, arithmetic, or language are rarely purchased.

**H. Paperbacks**

Paperback books are an integral part of the Library's collection and are subject to the same general selection criteria as other book material. The Library's paperback collection is intended to provide, at minimal cost to the Library, collections of adult, young adult, and children's paperbacks in high-demand subject areas and formats. Paperback fiction titles are cataloged, and are shelved separately from the regular fiction collections. Some branches retain small browsing collections in genre fiction areas. Trade and non-fiction paperback titles are shelved in the Library's general collections.

**I. Pamphlets**

Pamphlets are minimally collected to supplement informational needs that are inadequately served by other Library materials. Pamphlets are generally available for loan, although there may be special restrictions at some branches.

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**J. Databases/Electronic Resources**

Some reference materials are purchased in electronic format, rather than or in addition to paper. Most of these resources are accessible to patrons via the Library's online catalog. Types of resources collected include an online encyclopedia, various journal indexes, online homework support, demographics, and a current events resource file. Some of the Library's electronic resources are accessed via the Internet.

With the exception of the CD-ROM collection, the Library does not maintain a circulating collection of computer software. Selected programs are purchased for use with the Library's public access computers.

**K. Periodicals**

Magazines and newspapers are selected on the basis of their ability to meet the current informational, research, and recreational needs of a broad segment of the community. Periodicals are subject to the same selection criteria as other library materials. The frequency of publication and less enduring format of magazines and newspapers present additional selection criteria, such as the financial commitment of maintaining a periodical subscription, the need for current information on particular subjects, space and preservation requirements, and the accessibility of contents through indexing or other bibliographic resources. The availability of periodicals at nearby local libraries, research facilities, and full-text online databases is also considered in making periodicals selections. Periodicals selection is generally limited to those of a broad scope which are indexed in general online periodical indexes, such as *EBSCOhost* and *CARL Uncover*. The paper and microform collections are augmented by the Library's access to full-text, online periodicals databases.

Periodicals are collected for all age levels: adults, young adults, and children.

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**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

Approved by the Solano County  
Board of Supervisors  
May 18, 1982

**SOLANO COUNTY LIBRARY  
LIBRARY POLICY**

<b>SUBJECT:</b> MATERIALS SELECTION POLICY Appendix B	<b>POLICY CATEGORY:</b> COLLECTION DEVELOPMENT	<b>DATE:</b> 8/9/99	<b>PAGE NUMBER:</b> 9.2-33
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**INTELLECTUAL FREEDOM STATEMENT**  
An Interpretation of the LIBRARY BILL OF RIGHTS

The heritage of free men is ours.

In the Bill of Rights to the United States Constitution, the founders of our nation proclaimed certain fundamental freedoms to be essential to our form of government. Primary among these is the freedom of expression, specifically the right to publish diverse opinions and the right to unrestricted access to those opinions. As citizens committed to the full and free use of all communications media and as professional persons responsible for making the content of those media accessible to all without prejudice, we, the undersigned, wish to assert the public interest in the preservation of freedom of expression. Through continuing judicial interpretations of the First Amendment to the United States Constitution, freedom of expression has been guaranteed. Every American who aspires to the success of our experiment in democracy -- who has faith in the political and social integrity of free men -- must stand firm on those Constitutional guarantees of essential rights. Such Americans can be expected to fulfill the responsibilities implicit in those rights.

We, therefore, affirm these propositions:

1. We will make available to everyone who needs or desires them the widest possible diversity of views and modes of expression, including those which are strange, unorthodox or unpopular.

Creative thought is, by its nature, new. New ideas are always different and, to some people, distressing and even threatening. The creator of every new idea is likely to be regarded as unconventional -- occasionally heretical -- until his idea is first examined, then refined, then tested in its political, social or moral applications. The characteristic ability of our governmental system to adapt to necessary change is vastly strengthened by the option of the people to choose freely from among conflicting opinions. To stifle nonconformist ideas at their inception would be to end the democratic process. Only through continuous weighing and selection from among opposing views can free individuals obtain the strength needed for intelligent, constructive decisions and actions. In short, we need to understand not only what we believe, but why we believe as we do.

2. We need not endorse every idea contained in the materials we produce and make available.

We serve the educational process by disseminating the knowledge and wisdom required for the growth of the mind and the expansion of learning. For us to employ our own political, moral, or esthetic views as standards for determining what materials are published or circulated conflicts with the public interest. We cannot foster true education by imposing on others the structure and content of our own opinions. We must preserve and enhance the people's right to a broader range of ideas than those held by any librarian or publisher or church or government. We hold that it is wrong to limit any person to those ideas and that information another believes to be true, good, and proper.

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3. We regard as irrelevant to the acceptance and distribution of any creative work the personal history or political affiliations of the author or others responsible for it or its publication.

A work of art must be judged solely on its own merits. Creativity cannot flourish if its appraisal and acceptance by the community is influenced by the political views or private lives of the artists or the creators. A society that allows blacklists to be compiled and used to silence writers and artists cannot exist as a free society.

4. With every available legal means, we will challenge laws or governmental action restricting or prohibiting the publication of certain materials or limiting free access to such materials.

Our society has no place for legislative efforts to coerce the taste of its members, to restrict adults to reading matter deemed suitable only for children, or to inhibit the efforts of creative persons in their attempts to achieve artistic perfection. When we prevent serious artists from dealing with truth as they see it, we stifle creative endeavor at its source. Those who direct and control the intellectual development of our children -- parents, teachers, religious leaders, scientists, philosophers, statesmen -- must assume the responsibility for preparing young people to cope with life as it is and to face the diversity of experience to which they will be exposed as they mature. This is an affirmative responsibility that cannot be discharged easily, certainly not with the added burden of curtailing one's access to art, literature, and opinion. Tastes differ. Taste, like morality, cannot be controlled by government, for governmental action, devised to suit the demands of one group, thereby limits the freedom of all others.

5. We oppose labeling any work of literature or art, or any persons responsible for its creation, as subversive, dangerous, or otherwise undesirable.

Labeling attempts to predispose users of the various media of communication, and to ultimately close off a path to knowledge. Labeling rests on the assumption that persons exist who have a special wisdom, and who, therefore, can be permitted to determine what will have good and bad effects on other people. But freedom of expression rests on the premise of ideas vying in the open marketplace for acceptance, change, or rejection by individuals. Free men choose this path.

6. We as guardians of intellectual freedom oppose and will resist every encroachment upon that freedom by individuals or groups, private or official.

It is inevitable in the give-and-take of the democratic process that the political, moral and esthetic preferences of a person or group will conflict occasionally with those of others. A fundamental premise of our free society is that each citizen is privileged to decide those opinions to which he will adhere or which he will recommend to the members of a privately organized group or association. But no private group may usurp the law and impose its own political or moral concepts upon the general public. Freedom cannot be accorded only to selected groups for it is then transmuted into privilege and unwarranted license.

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7. Both as citizens and professionals, we will strive by all legitimate means open to us to be relieved of the threat of personal, economic, and legal reprisals resulting from our support and defense of the principles of intellectual freedom.

Those who refuse to compromise their ideals in support of intellectual freedom have often suffered dismissals from employment, forced resignations, boycotts of products and establishments, and other invidious forms of punishment. We perceive the admirable, often lonely, refusal to succumb to threats of punitive action as the highest form of true professionalism: dedication to the cause of intellectual freedom and the preservation of vital human and civil liberties.

In our various capacities, we will actively resist incursions against the full exercise of our professional responsibility for creating and maintaining an intellectual environment which fosters unrestrained creative endeavor and true freedom of choice and access for all members of the community.

We state these propositions with conviction, not as easy generalizations. We advance a noble claim for the value of ideas, freely expressed, as embodied in books and other kinds of communications. We do this in our belief that a free intellectual climate fosters creative endeavors capable of enormous variety, beauty, and usefulness, and thus worthy of support and preservation. We recognize that application of these propositions may encourage the dissemination of ideas and forms of expression that will be frightening or abhorrent to some. We believe that what people read, view, and hear is a critically important issue. We recognize, too, that ideas can be dangerous. It may be, however, that they are effectually dangerous only when opposing ideas are suppressed. Freedom, in its many facets, is a precarious course. We espouse it heartily.

Adopted by the ALA Council,  
June 25, 1971

Endorsed by the FREEDOM TO READ FOUNDATION.  
Board of Trustees  
June 18, 1971

*Approved by the Board of Supervisors  
County of Solano County  
State of California  
May 18, 1982*