

Orem Public Library Collection Development Policy

Purpose and Scope

This policy outlines the Orem Public Library's collection philosophy, criteria, and removal policies for all of the library's collections.

Collection Development Philosophy

The library is guided by the principles of the freedom to read and intellectual freedom that can be more fully explored in the American Librarian Association's [Library Bill of Rights](#) and their [Freedom to Read Statement](#). As stated in the Freedom to Read Statement:

"We believe that free communication is essential to the preservation of a free society and a creative culture. ... 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."

Based on these principles, the library acquires materials to provide for the diverse needs and interests of Orem Public Library patrons. Materials are collected for patrons of all City of Orem demographics, including (but not limited to): race, ethnicity, gender, religious belief, sexual orientation, age, and occupation.

Selection of Materials

Materials are acquired according to the following criteria:

- Content, including the item's purpose, quality, enduring significance or interest, context within the genre as a whole, accuracy of the information, comprehensiveness, representation of diverse (often competing or controversial) points of view, and suitability of subject and style for intended audience
- Historic, current, and anticipated significance of the author, creator, or publisher
- A diversity of perspectives, including (but not limited to): race, ethnicity, gender, religious belief, sexual orientation, age, and occupation
- Local interest or local history
- Relation of materials to the existing library collection
- Relation of materials to other resources in the community
- Current regional and national interests
- Industry standard critical resources that provide recommendations to discover, review, and select materials, such as professional journals and reviews.

The library does not define what is interesting or acceptable for the Orem community at large. Inclusion of materials in the collection does not indicate endorsement by the library or the City of Orem of any theory, argument, or statement contained in library materials. Materials are not excluded from the collection for representing challenging or competing subject matter. The library supports every patron's right to develop their personal interests free of judgment or embarrassment. **Not all materials will be to every patron's taste or interest, but the library seeks to ensure that all patrons find representation within the collection.**

Some library materials are shelved in general Children and Teen sections. However, the library does not presume to claim from parents and guardians the responsibility to determine what content is appropriate for children and teenagers. Parents and guardians have the freedom to choose books for their children, but no one has the right to make that decision for every family.

The library **accepts suggestions for the collection from library patrons.** The library will use the collection criteria stated above to determine whether to make a purchase. The [form](#) to make a request can be found on the library website.

Items excluded from purchase include prohibitively expensive materials, materials too delicate to withstand the rigors of public library service (such as pamphlets and other ephemera), textbooks, small press or self-published materials that have not gone through a professional editing and revision process, and materials more appropriately suited for an archive or an academic library such as esoteric materials, highly technical materials, rare or fragile materials, and original documents.

Materials whose primary content or purpose is deemed pornographic (as defined by the Utah State Code, [Title 76-10-1203](#)) by the library's collection development staff or Library Advisory Commission **will not be acquired or included** in the Orem Public Library collection.

The library **accepts donations of books** and other materials. Items must be a format that the library currently circulates. Once received, donations become the sole property of the Orem Public Library. The library will not evaluate or appraise donated materials for tax purposes.

Removal of Library Materials

The library will remove materials from the collection as needed. Items may be removed for reasons including (but not limited to): materials in poor condition, items that are surplus copies of titles in the collection, materials that contain outdated or inaccurate information, or materials that fail to meet the collection criteria listed above.

The library staff is eager to help patrons find items in the collection that align with their interests. Reference staff or the collection's developer can discuss with patrons any concerns about the collection. **A [Request for Title Review](#) form is available at every help desk** for patrons who wish to make a formal request that the placement or inclusion of item in the collection be reassessed. Such items will undergo a formal review process in which the items are reviewed against the collection criteria listed above. If materials are found to be inappropriate for their current collection, they may be moved to a more appropriate collection or restricted, or may be completely removed.

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