The purpose of this Materials Selection Policy is to articulate the collection goals and objectives of the Bellmore Memorial Library.

Policy Statement:

The Library selects, acquires, and provides free and open access to appropriate materials regardless of format. As technology advances and the Bellmore community changes and develops, the Bellmore Memorial Library will be both a physical resource and a "virtual" presence in the lives of each and every Bellmore resident. The Library strives to meet the current requirements of the community and to anticipate future needs.

Responsibility for Selection:

Though the overall responsibility for the collection rests with the Library's leadership, the responsibility for selecting and retaining materials is delegated to qualified and knowledgeable staff who employ the criteria outlined in this policy. The final responsibility for materials selection and retention resides with the Director.

Objectives of the Library's Collections:

- To promote literacy, and offer support for lifelong learning for Bellmore residents of all ages
- To help people know more about themselves and their world and to function effectively as members of society
- To provide access to a variety of opinions on matters of current interest and encourage freedom of expression
- To support educational, civic, and cultural activities within the Bellmore community; to provide links to community resources and government agencies
- To encourage continuous learning and to supplement formal study; to support career and job-related skills
- To maintain a virtual collection of resources that is accessible twenty-four hours a day, seven days a week
- To provide materials that entertain and enhance the individual’s enjoyment of life

The Library cooperates as fully as possible with other libraries, community agencies, and educational institutions whose purposes and activities are related to library objectives. Expanding techniques of interlibrary loans on a county, state, and federal level are utilized to improve service to Bellmore Memorial Library patrons. In order to avoid unnecessary duplication of materials, the Library considers the kinds of materials collected and available through other community institutions.

Methods and Criteria for Selection:

Libraries have the responsibility to be inclusive not exclusive in selection, and efforts are made to represent the widest possible diversity of views. Each type of material will be considered in terms of its own kind of excellence and for whom it is intended. There is no single standard that can be applied in all cases. Some
materials may be judged primarily in terms of artistic merit, scholarship, or their value as human documents; others are selected to satisfy the recreational and entertainment needs of the community.

A. Methods

The Library uses the criteria below in selecting materials for the Bellmore community based on knowledge of the diverse needs of the entire community and the contents of the Library's entire collection. No materials are excluded or removed from the Library on the basis of their contents, e.g., race, nationality, sexual orientation, political, social, or religious beliefs. Materials are judged as entire works, not on isolated passages or sections. Gifts offered to the Library are evaluated using the same criteria. Members of the Library community may suggest books or other materials to be added to the Library's collection.

B. Criteria

All Library selection and acquisitions choices are made in terms of the following standards.

1. Attention of critics, reviewers, media, and the public
2. Suitability of format for library use and content
3. Suitability of subject and style for the intended audience
4. Importance as a document of the times
5. Relation to the Library's existing collection and other material available on subject
6. Authority, reputation, or qualifications of the author, artist, publisher, or producer
7. Organization and ease of use; clarity, accuracy, and logic of presentation
8. Cost and availability
9. Currency of information
10. Inclusion in standard bibliographies, webliographies, or indexes
11. Enhancement of existing Library collection to reflect:
   a. Importance of the title when compared with other works on the subject
   b. Importance of the subject matter or point of view to the collection
   c. Adequate retrospective and current subject coverage
   d. Adequate coverage when there is a scarcity of material published on the subject
12. Representation of an important movement, genre, trend, or national culture
13. Artistic presentation and experimentation
14. Contemporary materials representing various points of view, which are of current interest and possible future significance, including materials that reflect current conditions, trends, and controversies
Collection Maintenance and Evaluation:

Library materials are continuously assessed for their condition, accuracy, currency, and performance within the context of the total Library collection, as well as for their continuing relevance to library users. The withdrawal of materials is a formal process conducted by knowledgeable staff as a necessary method to maintain collection vitality, size, and scope.

Reconsideration of Materials:

If a member of the community should raise a question about the appropriateness of a particular item in the collection, library staff attempts to resolve the inquiry by a review of the criteria outlined within this Materials Selection Policy. If the individual is not satisfied with this first step response, the individual may then elect to submit a REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL form (available at the reference desk).

The Library considers each request in terms of the criteria outlined in this Materials Selection Policy, the principles of the ALA LIBRARY BILL OF RIGHTS, the CHALLENGED MATERIALS interpretation of the LIBRARY BILL OF RIGHTS, printed reviews, and other appropriate sources. The Library provides a timely, considered response to every request for reconsideration. Appeal of the decision may be made, in writing, to the Director of the Bellmore Memorial Library. The final responsibility for materials reconsideration resides with the Director of the Library.

Adopted June 23, 2015