

## Hickory Public Library Collection Development Policy

### Guiding Principles

1. **Library Mission Statement:** Hickory Public Library promotes a high quality of life by providing empowering opportunities and excellent service.
2. **Free and Open Access** to library information resources and materials is fundamental to the democratic process and an informed society.
3. **The Right of Free Speech** allows the individual to explore and learn about matters of personal interest within the limits of the law without judgment or curtailment by government.
4. **Collections and Services to Meet Diverse Needs:** Hickory Public Library's collection, materials and services respond to diverse community needs for information, education and enlightenment.
5. **Parental Responsibility for Children:** Only parents or legal guardians have the authority and responsibility to decide the reading, viewing or listening use of library materials for their minor children.

### Policy

Hickory Public Library selects and develops a broad collection that meets the diverse needs and interests of the people of Hickory and Catawba County. Library materials that meet selection criteria will be included regardless of origin, background or views of those contributing to its creation and will not be limited because of partisan or doctrinal disapproval.

Under the direction of the Library Director, staff use reviewing media, suggestions from the community, and their professional knowledge to develop a quality collection. Each selection is evaluated on its own merit and in relation to the collection as a whole, using criteria including but not limited to the following: currency of information, authority of the author/source, accuracy of information, demand by the public, cost, availability of the material elsewhere, and local importance. Gifts of materials may be accepted according to these selection criteria at the discretion of the Library Director.

Hickory Public Library subscribes fully to the principles adopted by the American Library Association in its Library Bill of Rights (Exhibit A) and interpretive statements.

### Challenges to Library Materials

At times someone may dispute the inclusion of a title in the library's collection. While it is the library's position not to remove materials that meet the library's selection criteria, a person may register his or her opinion according to the following procedures:

1. A patron requesting reconsideration of an item in the library's collection will be referred to the Library Director or a library supervisor, preferably in the area of the patron's concern.
2. If, after discussing with the Director or supervisor, the patron wishes to file a formal request, a library staff member will initial and date a "Request for Reconsideration" form and give it to the patron for completion (form attached).
3. Upon receipt of the completed form, staff will route each patron's request to the Library Director immediately for review, along with a copy of the item in question.
4. The Director will ask the selecting librarian to compile and submit supporting documentation within five (5) working days. The Director will consider all factors and make a decision that will be communicated to the patron in writing within two (2) weeks of the date of the request.
5. The patron may appeal the Director's decision to the Library Advisory Board. The appeal must be submitted in writing within thirty (30) days of the Director's written decision. The Board will consider the written appeal and accompanying documentation at its next regularly scheduled meeting and render a written decision to the patron within two (2) weeks. The decision of the Board shall be final.



## EXHIBIT A

### Library Bill of Rights

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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.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

**Hickory Public Library  
Request for Reconsideration Form**

Format of material you are objecting to (circle one)

Book            Magazine            DVD            Audiobook            Music            Other

Title \_\_\_\_\_

Author \_\_\_\_\_

**CONTACT INFORMATION**

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Zip \_\_\_\_\_

1. Did you complete the entire work? If not, what parts of the work did you complete?
  
  
  
  
  
  
  
  
  
  
2. Specifically, to what in the work do you object? Please be specific. (Cite pages, instances, etc.)
  
  
  
  
  
  
  
  
  
  
3. What action would you like the Library to take regarding this work?

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please return this request to library staff or mail it to Hickory Public Library Director,

375 3<sup>rd</sup> Street NE, Hickory, NC 28601. The Director will contact you regarding your request within two (2) weeks.