

**City of Pacific Grove**  
**Council Policy**

SUBJECT	POLICY NO.	EFF. DATE	PAGE
Library Materials Selection	200-6 (B)	Nov.18,1992	1 OF 2

**Purpose:**

It is the goal of the Pacific Grove Public Library to select, organize, and make accessible library materials in many formats to meet the expressed and anticipated needs and interests of the community it serves.

**Policy:**

To achieve this purpose these materials will:

- Meet the informational and recreational needs of the community
- Provide a variety of materials on matters of current interest
- Assist the individual to grow intellectually and culturally
- Reflect a broad range of opinions
- Provide insight into a wide range of human and social conditions and cultural heritages
- Support self-education and supplement formal education

Materials will not be excluded because they may cause concern to some individuals. They will not be excluded solely because they contain political, religious or moral views that may be controversial, nor because of language or frank sexual depictions if they meet other selection criteria. The Pacific Grove Library supports the Library Bill of Rights.

**Selection Criteria and Procedures:**

Under the direction of the Library Director, library materials are selected by professional librarians who use critical reviewing media, suggestions from patrons, and professional knowledge. Each proposed selection is evaluated on

its own merit and in relation to the collection as a whole, using some or all of the following criteria:

- Suitability of subject and style for the intended audience
- Current and future relevance to community needs
- Literary quality, artistic value or importance to its genre
- Popular demand by the public
- Importance of the author or artist
- Timeliness
- Cost
- Existing collection
- Availability of the material elsewhere
- Sustained interest

(Attachment, The Library Bill of Rights)

Adopted: November 18, 1992

Resolution No.: 6315

## APPENDIX A

### THE 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.

1. 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.
2. 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.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
6. 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, 1943. Amended February 2, 1961, June 27, 1967, and January 23, 1980, by the ALA Council.