

## **Terrace Bay Public Library - Collection Development Policy**

Board motion number: 94-42 Date of review: 2003- February

Date of original motion: June 1994 Chair's signature: I. Moore

### **Col-1 Purpose of the Collection**

As it is the Board's conviction that the public library is the principal means whereby the record of thoughts and ideas, and the expression of the creative imagination is made freely available to all, Terrace Bay Public Library shall

1. assemble and administer, in organized collections, books and related educational, informational and recreational materials in order to promote, through guidance and stimulation, the communication of ideas, an enlightened citizenship and enriched personal lives;
2. provide books and other materials through which inquiring minds may encounter the original, sometimes unorthodox and critical ideas so necessary in a society that depends on the free circulation of ideas for its health and survival; and
3. provide a progressive, user-oriented service which responds to and anticipates the educational, cultural, leisure and other information needs of the community of Terrace Bay.

### **Col-2 Goals of the Collection**

#### GOALS

1. To provide access to all expressions of knowledge, creativity and intellectual activity.
2. To provide a wide range of resources for self-development and independent study, and to complement formal education.
3. To meet the informational needs of all members of the community.
4. To provide materials which stimulate and support enjoyment of and participation in cultural life.
5. To provide access to information of local interest or concern.

6. To provide materials for recreational and leisure time use.

To achieve these goals, the Library staff shall endeavour to:

1. Select materials which represent all sides of a wide range of issues.
2. Consider materials in terms of timeliness, demand, quality and authority.
3. Develop collections of materials in a variety of formats.
4. Acquire materials in formats specifically for use of the physically disabled.
5. Acquire materials for all ages and levels of comprehension.
6. Develop collections on specialized topics such as Local History.

### **Col-3 Collection as part of the system**

The Board recognizes that the information needs of the community cannot be met through the resources of Terrace Bay Public Library alone. The Board views the Library's permanent collection as one essential element in an information system which also includes interlibrary loan, the sharing of resources and cooperative resource development with neighbouring libraries, and supplementary deposit collections coordinated by the Ontario Library Service.

### **Col-4 Responsibility for the collection**

As per Bylaw Feb. 3, 1986 of the Terrace Bay Public Library Board (Duties and Responsibilities of the CEO):

1. The Chief Executive Officer (CEO) is responsible for the selection and acquisition of materials for the Library collection in conformity with Board policy.
2. The CEO ensures that the collection is properly maintained and organized and that an effective collection control system is in place.

### **Col-5 Content of the collection**

Terace Bay Public Library will provide as wide a spectrum of materials as budget and space limitations will allow, with emphasis on:

