



DOWNTOWN LIBRARY
610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.4171

NORTH PARTNER LIBRARY
10 VAN BUREN ST. | RAPID CITY, SD 57701 | 605.716.4098

RAPIDCITYLIBRARY.ORG



Date: June 11, 2018
To: RCPL Board of Trustees
From: Pat Jones, Policy Committee Chair
Re: Collection Development Policy revisions

Date: June 4, 2018
To: Pat Jones, Policy Committee Chair
From: Lisa DaSilva, Librarian I
Re: Collection Development Policy revisions

Motion: Approve revisions to the Collection Development Policy as presented.

Background: The Collection Development Policy outlines the selection, acquisition, and maintenance of the library's print, non-print, and electronic collections.

The current Collection Development Policy covers library collections and formats at length. In practice, this is not useful to staff or patrons trying to understand why the library collects some materials but not others. As a result, a new collection development policy was created to remove duplicated and unnecessary information. The main revisions are as follows:

1. The repetitive sections on the scope of collections have been removed in favor of a comprehensive guideline.
2. The criteria for selection have been simplified.
3. Individual descriptions of collections such as magazines, reference, children's fiction, etc. have been removed. The contents of these collections are still governed by the criteria for selection, including patron demand and overall use.
4. The Library Bill of Rights, Freedom to Read and Freedom to View sections of the appendix have been replaced by links. While essential to libraries, these documents are maintained by the American Library Association.
5. The Genealogical Society Agreement in the appendix was removed. As is the library's practice with contracts, agreements and MOU's, this information is already maintained as a separate document.
6. The Donations Policy has been made into a separate document to facilitate finding this information.

Additional revisions to the Collection Development policy are to clarify or simplify language.