



# COLLECTION DEVELOPMENT POLICY

## **Aurora Public Library Vision**

Where Aurora Comes Together To Discover, Create, Connect, and Succeed.

## **Collection Development Philosophy**

The Aurora Public Library provides materials that inform, educate, enrich, and entertain our customers as individuals and as a community.

## **Purpose**

This Collection Development Policy has been adopted by the Board of Directors of the Aurora Public Library to guide library staff and to inform the public about the principles upon which collection development decisions are made.

The Library endorses the American Library Association's Library Bill of Rights (<http://www.ala.org/advocacy/intfreedom/librarybill>) and Freedom to Read statement (<http://www.ala.org/advocacy/intfreedom/freedomreadstatement>).

## **The City of Aurora, IL: Community Profile**

With a population of 197,899, Aurora is the second largest city in Illinois, sitting just 41 miles west of Chicago. Aurora is accessible by rail on the BNSF Metra commuter line and by five interchanges on the Interstate 88 east/west tollway corridor. The city is bisected by the Fox River accompanied by the Fox River Trail, which intertwines with the more local Virgil Gilman Trail.

The Aurora Public Library is made up of the Richard and Gina Santori Public Library in the heart of downtown, the Eola Road Branch serving the east side, and the West Branch situated adjacent to Washington Middle School on the west side of Aurora. In addition, our active Outreach Services Department reaches students in six school districts and various community centers across four counties, including Kane, Kendall, DuPage, and Will. The Outreach Services Department includes our Bookmobile, and the library has been serving our community with

bookmobiles since 1953. Aurora is also home to the Illinois Math and Science Academy (IMSA), a residential high school serving grades 10-12. Institutions of higher education include Aurora University and Waubensee Community College.

Aurora is diverse, with 42.9% of the population identifying as Hispanic or Latino, 37.1% non-Hispanic white, 10.3% African American, and 8.1% Asian. Similarly, languages besides English are common in Aurora, with nearly 70,000 Spanish-speakers, 1,900 Tagalog, and a significant Urdu speaking population of 1,318.

Median household income is \$66,540 in 2016, above the \$60,960 average household income across Illinois. The non-profit community and social services sector in Aurora actively support those experiencing challenging circumstances, economic or otherwise. Hesed House assists those struggling with homelessness, while Mutual Ground serves victims of domestic violence and sexual assault. Likewise, the Aurora Public Library operates as a warming and cooling center for severe weather situations, and collaborates with local agencies, such as the Fox Valley Habitat for Humanity, to provide programming and collection services that meet the complex information needs of our diverse population.

Further, the Aurora Public Library partners with Aurora Downtown, the City of Aurora, and other community organizations to develop services, programs, and events that inspire creativity, imagination, student success, and inclusion across the city.

### **Responsibility for Selection**

Ultimate responsibility for the library's collection rests with the Executive Director, who operates within the framework of policies determined by the Board of Directors. Library staff select materials based on their knowledge of community needs and the criteria outlined in this policy.

### **Selection**

The following criteria serve as guidelines

- Community needs and demands, both demonstrated and anticipated
- Value and accuracy of information
- Authority and reputation of the author
- Representation of various viewpoints
- Relevance to the experience and contributions of diverse populations
- Price, format, and production quality
- Special considerations are given to local history/archival materials pertaining to Aurora's history

## **Collection Maintenance**

Items may be withdrawn from the library's collection to ensure a collection that meets the community's needs and demands. Items may be withdrawn due to:

- Low usage/checkouts
- Multiple copies no longer needed
- Outdated or inaccurate information
- Physical condition
- Space limitations
- Availability of similar information in online resources

Withdrawn items may be placed in the library's book sales, donated to other nonprofit organizations or otherwise recycled or discarded.

## **Local Author Collection**

The Aurora Public Library's Local Author collection is designed to promote a reading culture in Aurora and to support the local arts community. To be considered for the library's Local Author collection you must:

- Complete the Local Author Donation Form and submit it with your work
- Be an Illinois resident
- Donate copies of your work

All items donated by local authors:

- Become property of the Aurora Public Library
- Cannot be accepted as unpublished or unbound materials, ebooks or other digital content
- Are subject to collection maintenance criteria and may be withdrawn from the library's collection following the criteria outlines in this policy

## **Donations**

The library happily accepts donations of materials for consideration for the library's collection or for the library's ongoing book sale. These items:

- Must be given unconditionally and will not be returned
- Will become property of the library and the staff will determine what will be added to the library's collection
- The library will in its sole discretion discard, recycle, or sell materials not added to the collection.

Requests for acknowledgement must be made at the time of donation.

## **Reconsideration of Library Materials**

Any Aurora Public Library resident may request the reconsideration of an item already in the library's collection. A resident must complete a Request for Reconsideration form or write a letter that includes the information asked for on the form. Procedures have been established to ensure serious and timely review of a request for reconsideration of library materials. Until a decision has been reached the item will remain in circulation.

A written reply will be sent to the resident, and if the resident is dissatisfied they may submit a final written request for reconsideration to the Board of Directors for its review and final decision.