



Collection Development Policy

Policy Purpose

The collection development policy is intended to provide guidance, within budgetary and space limitations, for the selection and evaluation of materials which anticipate and meet the needs and interests of the community.

Statement

The Greenville Public Library (GPL) supports intellectual freedom and the right of library users to seek information, even though the content may be controversial, unorthodox, or unacceptable to others. The library adheres to the American Library Association's (ALA) [Freedom to Read Statement](#), [Freedom to View Statement](#), [Library Bill of Rights](#), and the documents designated by the ALA Intellectual Freedom Committee as [Interpretations of the Library Bill of Rights](#).

Parents and legal guardians have the responsibility and right to guide the values of their children. As such, parents and legal guardians are responsible for the materials that their children borrow and should make decisions accordingly. Selection of library materials will not be inhibited by the possibility that books may come into the possession of children, and only parents and legal guardians may restrict access for their own children.

Responsibility for Selection

Ultimate responsibility for materials selection rests with the Library Director, who works under the oversight of the Board of Trustees. The selection of materials is the responsibility of the department heads under the supervision of the Library Director.

Selection Criteria

Staff will select materials in a variety of formats using reviews in professionally recognized publications, popular book review publications, social media, popular magazines, television and radio, news media, literary awards, and patron requests and recommendations.

The collection will represent a variety of viewpoints on current and historical issues. General selection criteria for all materials includes:

- Anticipated and popular demand
- Accuracy and currency of information
- Cost and availability
- Historical or community significance
- Literary and/or artistic merit
- Significance of the author
- Strengths and weaknesses of the existing collection
- Community needs and interests

An item need not meet all of these criteria to be selected. Local authors, self-published materials, and patron requests will be evaluated based on the above selection criteria, as well as the availability of materials in the [Ocean State Libraries catalog](#). Titles that are not available in the OSL catalog may be requested through the [Recommend to Library form](#). A request to consider an item does not guarantee it will be purchased.

Material that is entirely written or narrated by artificial intelligence (AI) will not be considered for the collection.

In general, textbooks are not purchased or added to the collection. While the GPL collection may contain some educational materials, it serves the broad interests and needs of the general public. School, college, and

university libraries support academic study, research, and curriculum needs, including specialized scholarly materials and textbooks.

Greenville Public Library is a member of Ocean State Libraries (OSL), a statewide consortium of public libraries. Greenville Public Library patrons may request items that the library does not own, or items that are currently not on the shelf, from in-state public libraries via the [OSL catalog](#).

Patrons may also request materials from college and university libraries and other institutions in Rhode Island, as well as from libraries outside the state through the interlibrary loan (ILL) service. ILL items can be requested through a staff member in the reference department. Availability of these items is dependent on the owning library's policies.

Collection Maintenance and Weeding

In addition to acquiring new materials, it is important to remove items no longer deemed useful or relevant from the collection. GPL staff will continuously evaluate existing collections and remove titles when deemed appropriate due to age, lack of use, condition, or for space considerations. In the interest of providing an accurate and up-to-date collection, materials will regularly be weeded based on the following criteria:

- outdated or superseded
- infrequent use
- physical condition
- relevance
- space constraints

Discarded materials may be sold, donated, or recycled as the library determines.

Replacement

Replacement of weeded materials is not automatic. Library staff assess the need for replacing materials that are damaged, discarded, or otherwise lost. The decision to replace is influenced by:

- Availability in OSL catalog
- Popular interest
- Adequacy of coverage in the subject area
- Significance in subject area
- Cost and availability to purchase

Gifts/Donations

GPL welcomes gifts of funds and materials. Gifts of materials are accepted with the understanding that they are not guaranteed to be added to the collection, and may be utilized or disposed of at the library's discretion.

Reconsideration of Materials

The library strives to create an up-to-date collection representing a wide range of ideas and issues in a neutral, unbiased manner. It recognizes that some items may be controversial or offensive to some members of the community. The inclusion of an item in our collection does not constitute an endorsement by the Greenville Public Library.

Any Smithfield resident or OSL cardholder who wishes the library to reconsider the acquisition or removal of an item may fill out a [Request for Reconsideration of Materials](#) form. Only signed, completed forms will be considered. The Library Director will acknowledge receipt of the request within ten days. The request will be reviewed by the appropriate department head and the Library Director, who will respond to the reconsideration request within thirty days. Decisions regarding materials that are part of a series may be applied to the entire series. The library does not accept lists of items for reconsideration. Each item must be accompanied with an individually completed reconsideration form. A title

will only be considered for reconsideration once in a thirty-six month period.

An appeal of the Library Director's decision may be made to the Board of Trustees. The decision of the Board of Trustees will be final. During this process, the material in question will remain on the shelf and available for circulation.

Approved by the Greenville Public Library Board of Trustees 5/28/2026