

# UPPER MORELAND FREE PUBLIC LIBRARY

Original:	Pre-2007
Revised:	05/10/2023 07/03/2025
Approved:	07/09/2025

## COLLECTION MANAGEMENT

Upper Moreland Free Public Library (UMFPL) collections reflect and support the [mission of the library](#), by providing quality materials and resources that inform, educate, entertain and enrich a community of individuals representing a wide range of age groups, ethnic backgrounds, religious persuasions, educational levels, and interests.

The development and maintenance of library collections is guided by this Collection Management Policy, which describes how materials are selected, acquired, and maintained.

- UMFPL supports every individual's right to access ideas and information representing all points of view. To this end, the Library welcomes patron suggestions, comments, and ideas about the collection and its development.
- The UMFPL Board of Trustees has adopted the American Library Association's [Library Bill of Rights](#), the [Freedom to Read Statement](#), and the [Freedom to View Statement](#).

### Selection Criteria

Professional staff, under supervision of the Library Director, select materials according to their department, job description, training, and experience in accordance with this policy.

- Selection of an item is not an endorsement of a particular viewpoint
- No material is excluded because of the race, nationality, religion, gender, sexual orientation, political or social views of the author
- Library materials are selected after consideration of applicable criteria, including but not limited to:
  - Relevance to the interest, demand, and needs of the community
  - Contribution to diversity or breadth of collections
  - Significance, accuracy, and timeliness of content
  - Evaluations (awards, reviews, assessment of enduring value or literary merit)
  - Suitability (format, quality of production, affordability, able to circulate)
  - Availability through other libraries in the MCLINC consortium
- Donated books from local authors are added to the collection providing they meet applicable selection criteria and:
  - Author lives in/bases their work on Upper Moreland or the surrounding area
  - Authors may donate one copy of up to three different titles per year
- Acquisition of valuable or rare materials is not a function of the library
- Library resources may supplement the local schools' curricula; however textbooks are not added to the collection and quantities of titles may be limited regardless of demand
- Library materials are not labeled as to content beyond any publisher generated labels (such as MPA ratings)

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- Access to certain materials is limited only to protect them from damage or theft
- Items not available in our collection may be requested through Inter-Library Loan

## Deselection

Continuous evaluation is necessary for a healthy collection. Materials are regularly withdrawn (deselected) to maintain a current, accurate, and appealing collection and to facilitate its ease of use.

- Materials may be discarded based on the availability of physical space in the Library as well as at the discretion of the librarians responsible for collections
- Materials are discarded from our collection with an eye towards sustainability and reuse and may be sold through the book sale, redistributed, or recycled
- The library shall not remove materials based solely on patron requests
- Selection of materials for deselection is based on the [CREW method of Continuous Review, Evaluation, and Weeding](#)

Questions about library materials or collections are directed to UMFPL Librarians as outlined in the [Patron Suggestions and Concerns Policy](#)