



NEW PORT RICHEY PUBLIC LIBRARY

Collection Development Policy

Librarian: Matthew King _____ *Matthew King* _____

Librarian: Taylor Lackey _____ *Taylor Lackey* _____

Librarian: Megan MacElroy _____ *Megan MacElroy* _____

Librarian: Kerry Peters _____ *Kerry Peters* _____

Librarian: Janice Steinhoff _____ *Janice Steinhoff* _____

Library Director: _____ *Paige Turner* _____

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Purpose Statement

New Port Richey Library's Collection Development Policy furthers their mission of transforming lives with a curriculum that improves literacy, engages community, advances knowledge and sparks creative expression. The Collection Development Policy espouses the principles stated in the *Library Bill of Rights* and the American Library Association's *Freedom to Read Statement*. The selection and maintenance of a diverse collection of materials supports these principles and reflects the unique community that the New Port Richey Library serves.

Background Statement

New Port Richey Library is a small municipally operated library located on Main Street, with a collection of approximately 32,639 physical items. New Port Richey is a predominantly White community with 74.9% of the population identifying as white alone, followed by Hispanic at 14.8%, then Black, Asian, and other groups combined with less than 10%. Taking into account the 12% population growth that occurred between 2010 and 2020, New Port Richey's population is projected to continue growing. The Collection Development Policy aims to provide a diverse collection of materials and resources to reflect the needs of its growing community.

Responsibility for Collection Management/Development

The utmost responsibility for acquisition decisions lies with the Library Director. Working under the Library Director, in accordance with the guidelines of the Collection Development Policy, a collection development librarian performs the daily duties of reviewing items for acquisition. Branch librarians and staff members also assist in this process by suggesting new titles for acquisition, as well as evaluating items for condition and suggesting replacements where

necessary. Library patrons may also suggest titles for purchase through the purchase suggestion module on the library's website. All suggestions are reviewed by the collection development librarian.

Mission

The New Port Richey Library's mission is to transform lives with a curriculum that improves literacy, engages community, advances knowledge and sparks creative expression. Our curriculum includes participatory classes, individualized research assistance, innovative technology, relevant resources, and inspiring experiences that measurably empower our community. The Collection Development Policy supports this mission by striving to create and maintain a diverse and inclusive collection in a variety of relevant formats that serve the needs of the community of New Port Richey and nearby unincorporated areas of Pasco County.

Goals

The goals of New Port Richey Library's Collection Development Policy are as follows:

- Provide a thorough collection of informational and recreational resources for users of all ages and abilities
- Assure that the collection remains relevant in light of changes in available formats, technologies, innovations, and trends
- Respond in a timely manner to curriculum needs of students by acquiring needed materials and quality, award-winning literature
- Take into consideration staff and patron requests for materials in their desired formats as much as is possible and practical in terms of budget constraints

Objectives

The New Port Richey Library's Collection Development Policy will further the aforementioned goals by the following actions:

- Acquire and maintain a collection new, diverse, and inclusive items according to periodic needs assessments
- Deselect items as needed after annual usage analysis of the collection
- Assure public accessibility to the Collection Development Policy and procedures on the library's website, as well as responsive channels for concerns or feedback to library administration
- Review Collection Development Policy bi-annually and communicate changes to the City Council of New Port Richey

Target Audience

New Port Richey Public Library is an independent library, within Pasco County, which services the citizens of New Port Richey Florida. Although the majority of citizens identify as white and an older population (56% age 50+), the New Port Richey Library strives to maintain a diverse collection in order to serve the entire population, this will include but not limited to:

- fiction and non-fiction books including latest releases
- audiobooks
- large print books
- assistive devices for persons with disabilities

The library will also strive to also provide materials and programs to engage the younger citizens of New Port Richey including, but not limited to:

- educational materials appropriate for grades K-12
- preschool books and programs to promote early literacy
- fiction and non-fiction books and ebooks geared toward young adult

The library's aim is to engage all citizens in line with our mission "to transform lives with a curriculum that improves literacy, engages community, advances knowledge and sparks creative expression. Our curriculum includes participatory classes, individualized research assistance, innovative technology, relevant resources, and inspiring experiences that measurably empower our community" ([https://www.cityofnewportrichey.org/city-departments/library/.](https://www.cityofnewportrichey.org/city-departments/library/))

Budgeting and Funding

Funding for the New Port Richey Public Library comes from the city of New Port Richey and Pasco County. Financing for the library will be determined on a yearly basis from the New Port Richey Board of County Commissioners to include expenditures for operating costs and collection development and maintenance. Allocation of budget money for collection development and maintenance will be determined by ongoing analysis of current collection, identifying the current needs of the library. In addition to city and county funds, further funding is obtained from State Aid from Florida Division of Libraries and Information Services and grants from the Library Services and Technology Act (LTSA). Additional funding will be obtained from book sales and Friends of the Library.

Evaluation Criteria

The library selects materials based on the educational needs and interests of the community. We consider the general criteria of:

1. The wants and needs of our user base
2. Popularity of an item
3. Lack of content in a subject or genre
4. Price of the item compared to its value
5. Appropriateness of item for community use
6. Language used and its need within the community
7. Accessibility of the item
8. Condition of the item
9. Space allocated for item
10. Relevancy and interest in subject

In addition to the general criteria considered, the library considers more specific criteria such as:

1. Recency of certain nonfiction items
2. Accuracy of nonfiction items
3. Reviews and awards from trusted sources
4. Diversity of views on a subject
5. Demand on an item and length of the holds list

Analysis of subject fields

Term Key:

CL: Current Collection Strength

AC: Acquisition Commitment

GL: Collection Goal

PC: Preservation Commitment

Numerical Key:

0-No commitment to collection or preservation of materials.

1-Some commitment to collection or preservation of materials.

2-Moderate commitment to collection or preservation of materials.

3-Adequate commitment to collection or preservation of materials.

4-Ample commitment to collection or preservation of materials.

Call # or Genre	Subject	CL	AC	PC	GL	Comments
Fiction						
Adult Fiction		3.3	4	4	4	The New Port Richey Library will add longer texts to this section.
Young Adult Fiction		2	4	4	4	Young adult books with Native American main characters will be included in New Port Richey's collection. There are not enough Native American main characters in the young adult section.
Children's Fiction		3.5	4	4	4	The New Port Richey Library will add more board books to the children's fiction section. Additionally, the library will add more touch and feel books to this portion of the collection.

Non-Fiction						
000s	General Information and Computer Science	1	4	4	4	The New Port Richey Library will gather a large number of rare books for their collection. The librarians believe that it's important that patrons have access to these books. Additionally, the library will have a wide array of manuscripts that patrons can peruse through.
100s	Philosophy and Psychology	3	3	3	3	The New Port Richey Library has had no complaints about the philosophy section.
200s	Religion and Mythology	0.5	3	3	3	The New Port Richey Library will add more books about Greek and Roman mythology to this section.
300s	Social Science	3.5	4	4	4	The librarians will increase the number of folklore books in this section. The number of fairy tale books will be increased too. New Port Richey children love these books.
400s	Languages	1	3.5	3.5	3.5	New Port Richey librarians are going to add more books that discuss sign language. On top of that, the library will add sign language books that are in different languages.
500s	Natural Science and Mathematics	3	4	4	4	More children's books about chemistry and math will be added to this section. The library wants children to be more interested in these fields.
600s	Applied Science and Technology	1.5	3.5	3.5	3.5	The library will add more nutrition books that patrons can read. Additionally, the library will add more books about pets and woodworking to this section.
700s	Arts and Recreation	1.5	3.5	3.5	3.5	Librarians are going to add books about the Paralympics and wheel-chair basketball to this section. The library will also add books about local sports teams.
800s	Literature	3.5	4	4	4	The New Port Richey Librarians will add more speeches to this section. The most

						famous speeches from history will be included before other speeches are added.
900s	Geography and History	0.5	4	4	4	More maps and atlases will be added to this section. The section is lacking books about continents other than North America. The New Port Richey librarians will fix this issue.
920s	Biographies	3.5	4	4	4	The New Port Richey librarians will gather biographies about important figures and famous people who were adopted. This could help to increase representation of adopted people in the library's collection.
Digital						
E-books		4	4	4	4	The New Port Richey Library is satisfied with the number of e-books it has in its collection.
Audio Books		1	4	4	4	The New Port Richey Library will make a commitment to gathering audiobooks that have blind and visually impaired characters in them.
Miscellaneous Formats						
Comic Books		1	3	3	3	The New Port Richey Library will add older comic books to this section so that patrons of all ages can enjoy them. Additionally, the library will add more hardback comic books to this section.
Graphic Novels		1.5	3	3	3	The library will include more manga books in this section. The library currently lacks these books.
Braille Books		1.5	4	4	4	The New Port Richey Library will increase the number of braille books in all sections. The librarians will make sure they include braille comic books and braille board books in the library's collection.

Analysis of Collection by Formats:

New Port Richey Librarians will collect materials from every major literary genre and format. The library won't over-prioritize one genre or format over another. The New Port Richey Library will stay up to date with new innovations in the field of library science. The New Port Richey Library will carry familiar formats, but the library will also employ formats that New Port Richey librarians feel have been underutilized. Some of the formats that the New Port Richey Library will carry will be discussed below.

Comic Books:

The New Port Richey Library will have an entire section of comic books within its collection. The Mesa County Public Library emphasizes that "One skill graphic novels and comic books can develop is a broad vocabulary (MCPL Website Editors, 2020)." The New Port Richey librarians will recommend comic books and graphic novels to patrons who are struggling with language comprehension. The New Port Richey Library doesn't mind recommending comic books or graphic novels to adult patrons if it helps them improve their vocabulary. The New Port Richey Library will do everything it can to enhance the vocabulary skills of its patrons.

Graphic Novels:

New Port Richey Librarians won't exclude graphic novels from their collection. The Scholastic Parents Staff mentions that "They [Graphic novels] have drawings, illustrations, and sometimes photos, but they also have text that readers must actually decode, analyze, and comprehend (Scholastic Parents Staff, 2023)." The drawings, illustrations, and photos that are in graphic novels may give readers a reprieve from walls and walls of text. Patrons might find enjoyment in

a graphic novel's drawings, and they may be introduced to new illustrations or drawings that they haven't seen before. The New Port Richey Library will make sure that they carry both fiction and non-fiction graphic novels.

E-Books:

E-books are essential to the New Port Richey Library collection. UCL mentions that "Some e-book platforms allow you to make notes within e-books, highlight text and bookmark relevant pages of an e-book (UCL Website Editors, 2024)." New Port Richey librarians can recommend e-books to a variety of different patrons. E-books could help researchers bookmark certain pages that are relevant to their research. E-books might be beneficial for students who like to take notes to prepare themselves for tests or quizzes. Additionally, e-books could help make sure that physical books remain free of notes since e-books can be used for note-taking. The New Port Richey librarians want to make sure that the books are in pristine condition so that the next patron is able to enjoy a book as much as the previous one did.

The New Port Richey Library will share some of the other benefits that e-books can have for patrons. According to the Halifax Public Library, "Your e-books will automatically return themselves [to the library] after your loan period and...you'll never have to worry about late fees (Halifax Public Library Website Editors, 2020)." The New Port Richey Library has an abundant supply of e-books within its collection. The New Port Richey librarians will make sure that their e-books return themselves just like the previously mentioned ones do. The New Port Richey Library will recommend e-books to patrons who frequently forget to return their books. The library will also recommend e-books to patrons who are usually very busy. Neither one of these groups would have to tire themselves out trying to return the e-books since the e-books would

return themselves. The New Port Richey Library wants to make sure that none of its patrons tire themselves out trying to return anything to the library. New Port Richey librarians want to make it easier to return e-books and various materials to the New Port Richey Library. In addition to everything else, librarians wouldn't have to remind people to return their e-books either since the e-books would be returning themselves.

Board Games:

The New Port Richey Library will have an abundant supply of popular games that are suitable for all patrons. According to the ALA, "Games encourage literacy activities like reading, writing, and creating content about and around the game (ALA Website Editors, n.d.)." The New Port Richey Librarians will include games in their library so they can promote these essential skills. The New Port Richey Library would like its patrons to be strong readers and writers. The library will prioritize the inclusion of games in the collection based on how much they promote reading, writing, and other important academic skills. On top of that, the New Port Richey librarians will make sure that patrons' favorite games are offered at the library. Lastly, the library will focus on collecting more multi-participant and multi-player games.

Some of the games that the New Port Richey Library currently plans to collect include Scrabble, Candyland, Battleship, Risk, Scattergories, Hedbanz, Life, Chess, and Checkers. On top of that, the New Port Richey will carry video games, and card games for patrons to enjoy.

Board Books:

The New Port Richey Library will carry board books within its collection. What's more, the library will make sure that they carry braille board books in their collection. The School Library

Journal includes the following information, “ ‘The number one most important thing about board books is the pages’ thickness, because babies and toddlers don’t have the fine motor skills to turn paper pages,’ ... (Cornwall, 2023).” The New Port Richey Librarians don’t want to burden babies with paper pages. The New Port Richey Library will make sure that they recommend, and collect, more board books for babies instead of materials with paper pages. The New Port Richey librarians care about patron convenience (even for its smallest patrons). The New Port Richey librarians would like their library to be as baby-friendly as possible, with the help of board books, and they want to make it so that entire families can enjoy the New Port Richey Library together.

Audiobooks:

Audiobook lovers will be able to visit the New Port Richey Library to search for audiobooks. An audiobook is defined as “ A recording of a book or magazines being read aloud (Merriam-Webster Website Editors, 2024).” Some patrons may feel like listening to a book or magazine instead of reading one. An audiobook may be perfect for them. The library will make sure that they carry audiobooks that are recordings of magazines and audiobooks that are recordings of books. This will give patrons a choice over what type of audiobook recordings they would like to listen to. The audiobook recordings of books and magazines help to make this choice possible.

These aren’t all the benefits that audiobooks have. Martinez and Yokota mention that “Audiobooks have evolved from straightforward oral readings to full-scale dramatic presentations that can include music, sophisticated sound effects, and a full cast of characters

(Yokota and Martinez, n.d.).” Listening to audiobooks sounds like it would be a pleasant experience for any patron, and New Port Richey Librarians are happy about the advancements of audiobooks. Some music-lovers may really enjoy audiobooks because of their music. The New Port Richey Librarians will make sure that they recommend audiobooks to them. Additionally, the librarians will make sure that they recommend audiobooks to patrons who really enjoy listening to different sound effects. The New Port Richey Library will make sure that they collect audiobooks with music and/or sound effects.

Additional Collection Notes:

- The library will make sure they continue to add touch and feel, manga, pop-up, hardback, and paperback books to the collection. Additionally, the library will make sure they add audiobooks.
- The library will make sure that they collect an equal amount of young adult, children’s, and adult books. The library would like to make sure that they’re not favoring one group over another.
- The library will add braille board books, braille comic books, and braille books. The New Port Richey Library has a goal to increase the number of braille-related materials that are in the library.
- The library will prioritize adding the rarest materials to their collection. The library will collect rare books, manuscripts, and maps.
- The library will have a children’s spot with board books in it. The library will make sure that they continue to collect board books so this spot can be stockpiled with them.

- The New Port Richey Library wants to make sure that it's continuing to serve disabled patrons. The library will try to have initiatives to make the collection more inclusive of disabled patrons' needs.

Selection of Materials

Adult Fiction Books:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>Lessons in Chemistry</i>	Bonnie Garmus	Knopf Doubleday	2022	9780385547345	\$29.00	Hardback	Barnes & Noble
<i>The Heaven & Earth Grocery Store</i>	James McBride	Penguin Publishing	2023	9780593422946	\$28.00	Hardback	Barnes & Noble
<i>Never Too Late</i>	Danielle Steel	Random House Publishing	2024	9780593498408	\$29.00	Hardback	Barnes & Noble

Young Adult (YA) Fiction Books:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>The Midnight Library</i>	Matt Haig	Penguin Books	2023	9780525559498	\$13.48	Paperback	Amazon
<i>Piecing Me Together</i>	Renée Watson	Bloomsbury YA	2018	9781681191072	\$7.76	Paperback	Amazon

<i>A Cuban Girl's Guide to Tea and Tomorrow</i>	Laura Taylor Namey	Atheneum Books for Young Readers	2021	9781534471252	\$8.99	Paperback	Amazon
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Children's Fiction:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>A House for Everyone</i>	Jo Hirst	Jessica Kingsley Publishing	2018	9781785924484	\$16.92	Hardback	Amazon
<i>The Girl Who Makes a Million Mistakes</i>	Brenda Li	Summer and Muu	2023	9781774470381	\$11.92	Paperback	Amazon
<i>Meeting Mimi: A Story About Different Abilities</i>	Francie Dolan	Ready Readers	2019	9781731604224	\$3.99	Paperback	Amazon

Adult Non-Fiction:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>Friends, Lovers, and the Big Terrible Thing</i>	Matthew Perry	Flatiron Books	2022	9781250866448	\$29.99	Hardback	Barnes & Noble
<i>Alexander</i>	Ron	Penguin	2004	9781594200090	\$40.00	Hardback	Barnes &

<i>Hamilton</i>	Chernow	Publishing					Noble
<i>The Body Keeps Score: Brain, Mind, and Body in the Healing of Trauma</i>	Bessel Van der Kolk, MD	Penguin Publishing	2015	9780143127742	\$19.00	Paperback	Barnes & Noble

Children's Non-Fiction:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>Hidden Figures Young Readers Edition</i>	Margot Lee Sheerly	Harper Collins	2016	9780062662378	\$9.99	Paperback	Barnes & Noble
<i>Animal Architects (National Geographic Series)</i>	Libby Romero	Disney Publishing	2019	9781426333279	\$4.99	Paperback	Barnes & Noble
<i>Just Ask! Be Different, Be Brave, Be You</i>	Sonia Sotomayor	Penguin Young Readers	2019	9780525514121	\$17.99	Hardback	Barnes & Noble

Graphic Novels :

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>The Scarlet Shedder</i>	Dav Pilkey	Scholastic, Inc	2024	9781546128939	\$14.99	Hardback	Barnes & Noble

<i>(Dogman Series #12)</i>							
<i>Scott Pilgrim Vol.1 Scott Pilgrim's Precious Little Life</i>	Bryan Lee O'Malley	Oni Press	2004	9781932664089	\$14.99	Paperback	Barnes & Noble
<i>I Must be Dreaming</i>	Roz Chast	Bloomsbury USA	2023	9781620403228	\$27.99	Hardback	Barnes & Noble

Board Books:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>Love Makes a Family</i>	Sophie Beer	Dial Books	2018	9780525554226	\$7.98	Board Book	Amazon
<i>Curls</i>	Ruth Forman	Little Simon	2020	9781534446311	\$4.68	Board Book	Amazon
<i>Wild Animals: A Touch and Feel Book</i>	Little Hippo Books	Little Hippo Books	2020	9781951356644	\$7.00	Board Book	Amazon

Braille Books:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>Animals</i>	DK	DK Children	2016	9781465436115	\$20.49	Hardback	Amazon
<i>Shapes</i>	DK	DK Children	2016	9781465436122	\$14.27	Boardbook	Amazon
<i>Counting</i>	DK	DK Children	2016	9781465436139	\$13.40	Boardbook	Amazon

E-books:

Title	Author	Publisher	Date	ISBN-13	Cost	Format	Vendor
<i>The Truth About the Devlins</i>	Lisa Scottoline	Penguin Publishing Group	2024	9780525539711	\$14.99	E-book	Barnes & Noble
<i>Babel</i>	Rebecca F. Kuang	HarperCollins	2022	9780063021440	\$7.99	E-book	Barnes & Noble
<i>The Witch and the Tsar</i>	Olesya Salnikova Gilmore	Penguin Publishing Group	2022	9780593546994	\$4.99	E-book	Barnes & Noble

Audiobooks:

Title	Author	Publisher	Date	BN-ID	Cost	Format	Vendor
<i>I'm Glad My Mom Died</i>	Jennette McCurdy	Simon & Schuster	2022	2940178668184	\$16.19	Audiobook	Barnes & Noble
<i>The Lightning Thief</i>	Rick Riordan	Penguin Random House	2005	2940171962449	\$18.00	Audiobook	Barnes & Noble
<i>Dune</i>	Frank Herbert	Macmillan Audio	2007	2940169427981	\$36.89	Audiobook	Barnes & Noble

Selection Aids

The following selection aids are used in the acquisition of materials for the library's collection.

This includes materials for adults, young adults, and juveniles. An item does not have to meet all the criteria to be selected. No singular criteria will be a definitive factor in acquisition. The selection aids will help build a balanced collection that serves the community while considering the space and financial resources available.

- Current and future relevance to the needs of the community
- Cost of material
- Public request/Purchase suggestions
- Availability of material
- Accuracy of information
- Appropriateness of format/durability
- Positive reviews by critics, reviewers, and/or professional journals
- Popularity amongst patrons
- Balance of existing materials
- Recognized award winners
- Author significance/reputation
- Objectivity of content
- Representation of diverse points of view
- Literary and artistic merit
- Documentation of the times

Additional selection aids will be used for e-resources:

- Content availability in other areas
- Ease of access
- Ease of use for staff and patrons
- Hardware and licensing requirements
- Technical support
- Staff training

Collection Philosophy

The New Port Richey City Library supports the individual's right to access a diverse range of viewpoints. This includes viewpoints that may be controversial, unpopular, or unacceptable to others. The variety of materials in the library's collection are an opportunity for individuals to make informed choices. The library values diversity and will uphold this value in the acquisition of materials. Individuals have the freedom to choose what they read and which viewpoints they wish to accept and reject.

The library upholds that parents/legal guardians are responsible for supervising the materials viewed by their dependents. Materials will not be restricted by the chance that they may be viewed by juveniles.

The New Port Richey City Library supports and upholds the principles put forth by the American Library Association:

- [Library Bill of Rights](#)
- [Expurgation of Library Materials: An Interpretation of the Library Bill of Rights](#)
- [The Freedom to Read Statement](#)
- [Libraries: An American Value](#)
- [Freedom to View Statement](#)

The above documents can be printed upon request.

Reconsideration of Materials

Concerns regarding materials should first be made to the branch manager of the New Port Richey Public Library. If the concern cannot be resolved, a New Port Richey Library patron may request a reconsideration of materials. This is done by completely filling out the Request for

Reconsideration of Materials form, which is located in the Appendix. A New Port Richey Library patron can make a request once every two years.

The request will be reviewed by the Library Director and the appropriate Library Staff, who will conduct independent reviews of the material and provide a recommendation, after which a formal decision will be made. This process may take up to 30 days after the patron's initial request. The decision will be shared with the patron in writing. A singular title will only be reviewed once in a four-year period.

Collection Maintenance

Weeding is an important part of collection maintenance that allows for new materials to exist in the collection. It includes the removal of materials that no longer meet the selection criteria and standards found in the Collection Development Policy. All libraries are subject to space constraints. Weeding ensures that the space available is filled with materials that are relevant and reflective of the community it serves.

Without active weeding, patrons find it difficult to locate relevant materials. Circulation of materials is encouraged when the collection is visually appealing, not full of worn, damaged, or outdated items. Materials that are weeded are donated to the Friends of the Library, non-profit groups, prison libraries, and more. Damaged materials are recycled if they cannot be repaired or mended.

The criteria for weeding can be found in the guidelines presented in *CREW: A Weeding Manual for Modern Libraries* © Copyright 2012 Texas State Library and Archives Commission. The branch librarians are responsible for adhering to these guidelines and enacting the weeding process.

Gift Policy and Procedures

The New Port Richey City Library gratefully accepts gifts and donations of library materials or money. All gifts and donations will become the library's property and will be evaluated according to the selection criteria in the Collection Development Policy. No person will receive special treatment or privilege because of a gift or donation. All gifts and donations are subject to review on a case-by-case basis. A donation receipt will be provided upon request.

Book donations are accepted with the understanding that they will be evaluated with the same criteria that purchased materials are evaluated. Book donations may go into the collection, be used in book sales to benefit the library, or at the discretion of the library.

Monetary donations are subject to review by the Library Director in conversation with the donor. If donation use is not specified, it will be used for the library's benefit.

The library reserves the right to refuse any donations due to item condition, space limitation, and/or request for special treatment. Damaged items will not be accepted.

Replacements

Replacement of materials will be on a case by case basis. As materials are returned to the library and examined, if they are deemed in need of replacement they will undergo review prior to replacing. Depending on the demand for an item, the number of other copies available, the popularity of the title on our choice of selection tools, and circulation statistics from our in-house data, the director of the library will have final determination on replacement of an item vs. weeding the item. If an item is lost by a patron or returned with significant damage to the library's property, a case by case review by the library director will determine if the patron will

need to pay to replace the book. If this should occur, the patron will need to replace the book with the identical ISBN number and must be in new or “like new” condition or will be fined the cost for the library to replace the book.

Special Collections

New Port Richey Public Library will maintain and allow access to special collections such as:

([https://nprlibrary.biblionix.com/catalog/.](https://nprlibrary.biblionix.com/catalog/))

- *The Tampa Bay Time Newspaper* - from 1987 to present in paper and digital form when available
- *Freegal Music* - Access to digitally available music, including Sony Music Entertainment, for streaming or download
- *Kanopy* - collection of documentaries, hard to find titles, classic films, and collections from Great Courses, PBS, and others
- *Mango Language* - collection of languages to teach conversations and language for practical settings
- *Braille Special Collections* - access to Braille Institute special storybook kits for blind and visibly impaired children (<https://brailleinstitute.org/special-collections>)
- This is not an inclusive list and will undergo periodic evaluation for further additions of special collections or removal of special collections based on community needs assessment and use.

The New Port Richey Public Library will support local history resources within a special collection section designated within the library. The library will make efforts to support local

authors. They may donate their works to the library with the understanding it may or may not be added to a collection.

Appendix

Reconsideration of Materials Form

All fields on this form are required. If not filled out, the form will not be reviewed.

Date _____ Name _____

Address _____

City _____ State/Zip _____

Phone _____ Email _____

Representation: Self ____ Organization (please name) _____

Material on which you are commenting:

Title _____

Author/Publisher _____

Format of Material: Book/E-Book ____ Audiobook ____ Magazine ____ DVD ____

Newspaper ____ Game ____ Digital Resource ____ Other (please specify) ____

1. How was this material brought to your attention?
2. Did you read/review the entire material? If not, what pages/sections did you review?
3. What concerns you about the material?
4. Is there anything positive about the material?
5. Are there resource(s) you suggest provide additional information and/or other viewpoints on the topic?
6. What action are you requesting that the reviewing committee consider?

Patron Signature _____

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