

North State Cooperative Library System Collection Development Policy

Audio-Visual Materials

Book Recordings

General Comments

This collection consists of adult fiction and nonfiction, young adult fiction and nonfiction, and junior fiction and nonfiction books recorded on cassettes, CDs or in electronic format. The fiction collection includes classics and popular fiction. The nonfiction collection covers a range of subject areas including best-sellers, instructional, self-improvement, and language.

Responsibility for Collection Development

The Media Development Committee is responsible for selection of materials. The committee is composed of representatives from both the NSCLS Video Center and Listen-In and representatives from member libraries.

Development Plan

The primary goal of this collection is to provide fiction and nonfiction books on cassettes and CDs that meet the educational and recreational needs of the member libraries' communities. In order to meet these goals, NSCLS:

- strives to provide a broad range of recorded books to meet the variety of likes and tastes of all patrons.
- strives to provide a balanced collection of popular and classic book recordings in both fiction and nonfiction areas.
- evaluates member library requests either through reviews, or knowledge and popularity of the author or title. Requests are given serious consideration and added to the collection as warranted and as budget allows.
- strives to use dependable distributors of unabridged audio books to ensure replacement opportunities.
- purchases multiple copies of popular titles where patron demand warrants and as budget allows.

Formats

Circulating materials include books on CD, master tapes and audio cassette tapes. Audio cassette formats are no longer purchased but do remain in the collection until weeded or withdrawn. Book recordings are purchased in unabridged format. Other new formats such as "Playaways" and downloadable e-books are being considered for purchase in the future.

Influencing Factors

Patron demand and interest level dictate a strong collection of current popular book recordings. Purchases and buying patterns are determined in large part by:

- quality of content as determined by reputable critics or review sources
- durability and sturdy packaging of reputable distributors
- patron requests
- circulation statistics
- budget constraints
- ease of replacement
- shelf space
- new works

Donations

Donated materials are accepted but NSCLS reserves the right to determine whether the materials are added to the collection. Materials are evaluated by the Media Development Committee and are subject to the same rules as new purchases when deciding on their inclusion.

Retention/Weeding

Informal weeding takes place continuously as book recordings are checked for damage as they are circulated and/or shelved. Only high demand items will be replaced and only on CD or Playaway format. The staff should consult with the Media Development Committee chair when reviewing items for repair or replacement. The following criteria are considered when making the decision to retain, replace, or weed:

- significance and relevance to current classification holdings
- presence of multiple copies in the collection
- availability of new works
- titles in a series
- circulation statistics
- format
- age and physical condition
- shelf space

Sound Recordings (Music)

General Comments

This collection consists of cassettes and CDs covering a wide variety of music. The collection includes, but is not limited to classical, opera, country, rock, hip hop, rap, jazz, Latin, world, popular, vocal, orchestral, sacred, musicals, instrumental, band, movie soundtracks, folk, ethnic, holiday, children's music and sound effects.

Responsibility for Collection Development

The Media Development Committee is responsible for selection of materials. The committee is composed of representatives from both the NSCLS Video Center and Listen-In and representatives from member libraries.

Development Plan

The primary goal of this collection is to meet the cultural, informational, educational, and recreational needs of adults and young adults by providing a balanced and representative collection of all types and formats of music. In order to meet these goals, NSCLS:

- strives to provide a broad music selection to meet the variety of likes and tastes of all patrons.
- strives to use dependable distributors to ensure replacement opportunities.
- evaluates patron requests either through reviews, or knowledge and popularity of the artist or title. Patron requests are given serious consideration and added to the collection as warranted and as budget allows.
- purchases multiple copies of popular titles where patron demand warrants and as budget allows.

Formats

Materials in the music collection include compact discs and cassette tapes. Audio cassette tapes are no longer purchased but do remain in the collection until weeded or withdrawn. Other digital or electronic musical formats may be purchased in the future.

Influencing Factors

Purchases and buying patterns are determined in large part by:

- quality of music, voice, lyrics, and production as determined by reputable critics or review sources
- present and potential relevance to the community
- member library requests
- circulation statistics
- budget constraints
- ease of replacement
- shelf space

Donations

Donated materials are accepted but NSCLS reserves the right to determine whether the materials are added to the collection. Materials are evaluated by the Media Development Committee and are subject to the same rules as new purchases when deciding on their inclusion.

Retention/Weeding

Informal weeding takes place continuously as cassettes and CDs are checked for damage as they are circulated and/or shelved. Only high demand items will be replaced and only in CD format. The staff should consult with the Media Development Committee chair when reviewing items for repair or replacement. The following criteria are considered when making the decision to retain, replace, or weed:

- significance and relevance to current classification holdings
 - presence of multiple copies in the collection
 - availability of new works
 - titles in a series
 - circulation statistics
 - age and physical condition
 - shelf space
 - dated materials
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Videocassettes/DVDs

General Comments

This collection consists of nonfiction and fiction videocassettes/DVDs in a wide variety of general subjects for all ages. Feature films and plays are selected with special emphasis on classics, long-term popular films, musicals, and award winners. Selections acquired for young adult patrons have an emphasis on current, popular themes that contribute to the development and pleasure of this age group.

Responsibility for Collection Development

The Media Development Committee is responsible for selection of materials. The committee is composed of representatives from both the NSCLS Video Center and Listen-In and representatives from member libraries.

Development Plan

The primary goal of this collection is to provide the resources and services necessary to meet the educational, recreational, cultural, and informational needs of the member libraries' communities. The collection is intended to complement, rather than compete with, local video rental stores by offering a different collection focus. In order to meet these goals, NSCLS:

- strives to provide a broad range of videos/DVDs to meet the variety of likes and needs of all patrons.
- strives to provide a collection of high quality performances and accurate content to meet the needs and enjoyment of the video's intended audience.

- evaluates video/DVD programs as a whole and not on the basis of particular scenes or segments. A video/DVD will not be excluded from the collection because it presents all aspects of life honestly or because it exhibits frankness of expression.
- evaluates patron requests either through reviews, or knowledge and popularity of the video/DVD. Patron requests are given serious consideration and added to the collection as warranted and as budget allows.
- evaluates the currency and timeliness of the material. Videos/DVDs on rapidly changing or ephemeral subjects are not purchased.
- purchases multiple copies of popular titles when patron demand warrants and as budget allows.
- purchases videos/DVDs where commercialism is minimal, not distracting from theme or content.

Formats

Materials in the Video Center collection include videocassette tapes and DVDs. Videocassette tapes are no longer purchased but do remain in the collection until weeded or withdrawn. Other digital or electronic formats may be purchased in the future.

Influencing Factors

Purchases and buying patterns are determined in large part by:

- quality of content as determined by reputable critics or review sources
- present and potential relevance to the community
- Member library requests
- circulation statistics
- budget constraints
- ease of replacement
- shelf space

Donations

Donated materials are accepted but NSCLS reserves the right to determine whether the materials are added to the collection. Materials are evaluated by the Media Development Committee and are subject to the same rules as new purchases when deciding on their inclusion.

Retention/Weeding

Informal weeding takes place continuously as videocassettes/DVDs are checked as they are circulated and/or shelved. Only high demand items will be replaced and only in DVD format. The staff should consult with the Media Development Committee chair when reviewing items for repair or replacement. The following criteria are considered when making the decision to retain, replace, or weed:

- significance and relevance to current classification holdings
- presence of multiple copies

- availability of new works
- titles in a series
- circulation statistics
- age and physical condition
- shelf space