



## GUNNISON COUNTY LIBRARY DISTRICT

### Collection Development, Use, & Reconsideration Policy

*Adopted by the Library District Board of Trustees on May 15, 2025*

Gunnison County Library District, ("District" or "Library"), a Library District organized under the laws of the State of Colorado, establishes these policies to protect the people of Gunnison County, employees of the Library and to further and fulfill its mission.

**Mission:** *Gunnison County Libraries strengthen our communities, our residents and visitors by creating opportunities to connect, discover, imagine, and learn.*

Through its collections, Gunnison County Library District provides free and convenient access to a wide range of viewpoints, opinions, and ideas, allowing individuals to connect, discover, imagine, and learn. This policy guides staff decisions regarding selection and deaccession of Library resources to ensure the District's collections are useful, relevant, current, and integral to the diverse communities served by the District. Collection development activities are further guided by the public libraries' standards for acquisition, retention, display, utilization, and reconsideration of library resources, defined in C.R.S. 24-90-122. The District also has adopted the American Library Association's *Library Bill of Rights* and the American Library Association's *Freedom to Read Statement*.

The District regards its collection of resources as one shared collection, distributed between its various locations to meet people's educational, recreational, cultural, and informational needs. These needs are determined by circulation statistics, community demographic information, surveys, patron requests, and by professional judgment based on events and trends within the District.

#### RESOURCE SELECTION CRITERIA

Not all of the listed criteria need to be met for resources to be selected for addition to the collection, but because of budget and space limitations, resources that meet most of the criteria will be prioritized. Standards and criteria employed for selection decisions include:

- Demonstrated interest, need, or demand by current or potential library users, including purchase requests
- Contemporary significance, popular interest, or permanent value

- Relevance to the experiences and interests of Gunnison County residents
- Quality, accuracy, clarity, and usability
- Critics' reviews or peer reviews
- Significance of the creators, including their popularity and authority
- Recent publication date or currency
- Format, durability, and ease of use
- Scarcity or availability of materials elsewhere
- Value of resource in relation to its cost
- Physical space required for shelving and display
- Local significance or interest
- Locally produced or created content
- The resource's inclusion of the perspectives of marginalized groups

#### SCOPE OF THE COLLECTION

The District collects and makes available resources in a variety of popular formats, including physical and electronic formats. The District collects resources in a variety of languages with a focus on languages commonly used in the District.

Full information on issues of public concern may require access to resources which exemplify those concerns. Individual resources, which in and of themselves may be controversial or offensive to some, may appropriately be selected if their inclusion will contribute to the balance and effectiveness of the collection as a whole.

#### RESPONSIBILITY FOR SELECTION

The responsibility for selection of Library resources rests with the Library Director who operates within the framework of the policies determined by the Gunnison County Library District Board of Trustees. The responsibility for the selection of Library resources may be shared with other District employees; however, the Library Director has the authority to reject or select any item contrary to the recommendations of other District employees. All District employees, including the Library Director, enjoy the employee protections defined in C.R.S. 24-90-122.

#### RESOURCE SHARING

The lending and borrowing of materials in cooperation with other libraries is used to expand access to resources beyond the District's local collections. The District fully participates in the Colorado Libraries Collaborate program. The District complies with the Interlibrary Loan Code

for the United States when lending and borrowing resources in Colorado and throughout the United States. The District is a member of the Colorado Library Consortium and uses its courier service to provide prompt delivery of materials requested by library users

## DEACCESSION

The District regularly deaccessions resources that may be misleading, worn or damaged, superseded, trivial, irrelevant, or available elsewhere. An up-to-date, attractive and useful collection is maintained through a continual withdrawal and replacement process. Materials removed from the collection may be given away, sold, or discarded at the Library Director's discretion.

After a resource is deaccessioned, the Library shall make no effort to restrict access to the same resource via interlibrary loan, online discovery, or any other method used to access resources that are not available in the Library's permanent collection.

## CIRCULATION

The District does not charge fines when items are returned late. Any person who fails to comply with the appropriate check-out procedure, or willfully retains any Library property for thirty (30) days after receiving notice in writing to return such property, or mutilates Library property commits a Class 3 misdemeanor and shall be prosecuted as provided in C.R.S. Section 18-1-106. If a library user loses or damages an item they are billed the replacement fee listed in the Library's catalog record for the item. The District does not issue refunds.

The District's loan periods:

1. Books, compact discs, DVDs, and audiobooks check out for three weeks.
2. Periodicals and realia check out for one week.
3. All resources may be renewed one time for the same loan period if there is not a waiting list for the title.

## RECONSIDERATION OF LIBRARY MATERIALS

It is the responsibility of the Library to challenge censorship in the fulfillment of its responsibility to provide information and enlightenment. The Gunnison County Library District Board of Trustees also recognizes the importance of public debate and discussion on the resources available in the District's collections. Therefore, the District chooses to provide residents of Gunnison County with the opportunity to challenge the District to reconsider Library resources.

The District is required by law to comport with the following standards when reconsidering a resource:

- The Library serves as a center for voluntary inquiry and the dissemination of information and ideas; The public has the right to access a range of social, political, aesthetic, moral, and other ideas and experiences through the Library;
- Each Library resource is provided for the interest, information, and enlightenment of the community and should present diverse points of view in the collection as a whole;
- The Library shall not exclude a resource because of the ethnic origin, ethnic background, or gender identity of those contributing to the creation of the resource or because of the topic addressed by the Library resource or the opinions expressed in the Library resource;
- The Library shall not proscribe or prohibit the circulation or procurement of a resource because of partisan or doctrinal disapproval of the resource;
- The Library shall consider the perspectives of marginalized groups, including those identified in C.R.S. section 22-1-104(1)(a);
- The Library shall prohibit discrimination based on age, background, political or religious views, origin, disability, race, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, or ancestry in the selection, retention, display, use, or reconsideration of library resources;
- To make a request for reconsideration of a Library resource, the individual making the request must reside in the legal service area for the District in which the request is made.

The requester must complete a Request for Reconsideration form. A written request for reconsideration of a library resource is an open record under the “Colorado Open Records Act”, part 2 of article 72 of this title 24. All information contained on the completed form, including personally identifiable information, can be viewed by anyone.

The completed form should be delivered to:

Gunnison County Library District ATTN: Library Director,  
1 Quartz Street  
Gunnison, CO 81230.

Library staff will establish the residency of the requestor, the completeness of the request for reconsideration form, and whether the Library has been challenged to reconsider the same resource within the last five (5) years. A resource, any specific title, can only be reconsidered by the Library once every five years.

If the following three criteria are met 1) the request for reconsideration form is complete, 2) the residency of the requestor in Gunnison County is established and 3) the resource has not been reconsidered within the last five years, then Library staff will provide a copy of the completed request for reconsideration form to the Gunnison County Library District Board of Trustees.

Library staff will review the resource. The Library Director will make a recommendation on the retention or deaccession of the resource to the Gunnison County Library District Board of Trustees within sixty (60) days of receiving the eligible request for reconsideration.

If the Library Director's recommendation is to deaccession the resource, the Gunnison County Library District Board of Trustees shall determine if the recommendation comports with the provisions of C.R.S. 24-90-122. The decision of the Board will be made available for review by the public.

The District shall not remove, discontinue, or restrict a Library resource as the result of a request for reconsideration until the determination regarding the Library resource has been made available to the public pursuant to C.R.S. 24-90-122. The determination of the Gunnison County Library District Board of Trustees is final and there is no process for appeal.

If Gunnison County Library District deaccessions a resource as the result of its reconsideration process, the Library shall make no effort to restrict access to the same resource via interlibrary loan, online discovery, or any other method used to access resources that are not in the Library's permanent collection. The Library acknowledges that the deaccessioned item may become a part of the Library's collection at some future date. Any reacquisition of the resource shall not be considered a violation of this policy.