



Hobbs Public Library
HOBBS, NM

COLLECTION DEVELOPMENT POLICY

PURPOSE

This Collection Development Policy is the basis the Hobbs Public Library uses for the growth and development of the collection of library materials and resources in support of our [mission](#). Hobbs Public Library (hereinafter HPL) seeks to provide a collection that balances viewpoints across a broad spectrum of subject matter suitable to various learning and recreational interests.

The Hobbs Public Library adopted the American Library Association's [Library Bill of Rights](#), [Freedom to Read](#), and [Freedom to View](#) statements and HPL bases its Collection Development Policy on the principles of intellectual freedom and equitable access for all ages.

SCOPE OF COLLECTION

Content, materials and resources are selected to provide cultural, educational and recreational information to all patrons. The collection supports the development and sustainability of an engaged community through free access to ideas and information. HPL's collection reflects the diversity of the local community, as well as global perspectives. Access to content is available through print, multimedia and electronic formats.

ACCESS

HPL materials and resources are available to all. HPL participates in cooperative interlibrary loan networks to expand the range of materials and resources available to patrons. Each patron is responsible for making individual material selections, parents and guardians determine access to library resources for the minor children in their custody.

SELECTION AND MAINTENANCE GUIDELINES

HPL's collection is maintained to be vital and dynamic. New resources are continually added to the collection and periodically reviewed for relevancy and value to the community.

SELECTION

Responsibility for material and resource selection rests with the Library Director, who delegates the selection and removal of materials and resources to professional staff members. Staff selectors use their training, knowledge, and expertise along with the following general considerations for selecting materials and resources:

- Extent of publicity, critical review, and current or anticipated demand
- Current and potential relevance to community needs
- Local or global significance of the author, artist, performer or subject matter
- Relevance to the collection's strengths and weaknesses
- Representation of all reading levels and audiences
- Reputation and/or significance of the author, publisher, producer, artist or performer
- Suitability of format to library circulation and use
- Availability, cost of purchasing and preparing for use within the scope of the budget
- Digital licensing requirements



Hobbs Public Library HOBBS, NM

- Ease of use
- Speed, flexibility and layout/appearance of electronic resources
- Availability of full-text articles that can be downloaded, printed and emailed

FORMAT

HPL does not restrict the format of materials to be considered for the collection. Examples of formats include but are not limited to print, audio, video, digital, graphic, etc. New formats are evaluated for inclusion as patron interest warrants and resources permit.

GUIDELINES FOR AUTHORS AND PUBLISHERS

HPL acquires books from commercial publishers that meet our criteria and priorities for selection.

Local author works and self-published titles which are not available from commercial publishers will be considered for the HPL collection on a case by case basis only when they include unique local content, fit the scope of the Library's collection plan and meet our selection criteria with the following guidelines:

- A local author is a person who lives or has lived in the Hobbs area
- The work has content significant to Hobbs, including its population, geography or history
- Titles meet library guidelines for quality of information, accuracy, and editing

PURCHASE REQUESTS

Community requests and recommendations for purchase of materials are welcomed and are subject to the same selection criteria as any other item considered for the collection. Addition of any materials or resources to the collection does not represent HPL's endorsement of any theory, idea, or policy contained therein. See [Suggest a Purchase Form](#).

MAINTENANCE

Decisions concerning the removal of materials and resources from HPL's collection are made based on patterns of use, the capacity of each location, and the holdings of other libraries available to HPL patrons. Staff members evaluate the collection using the following criteria:

- Physical condition
- Number of copies in the collection
- Other titles in the subject area
- Relevance to the needs and interests of the community
- Current demand and frequency of use
- Accuracy and timeliness
- Local topics
- Availability elsewhere including other libraries and online resources

DONATED MATERIALS

Donated materials are subject to the selection criteria in this policy and typically are not added to the collection. Material donated to HPL may be given to the Friends of the Library to be sold in the bookstore, sold at book sales, or allocated as needed. Revenues from material sales are used to fund Hobbs Public Library programs and services. See the [Donation Policy](#).



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REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

Eligible individuals have the right to request reconsideration of materials or resources in the collection, programs, exhibitions, and displays. This may be done by completing and submitting a [Request for Reconsideration Form](#). Please review the [Request for Reconsideration Policy](#).

Adopted by the Hobbs Public Library Board

APPROVED: August 7, 2024