



STAFF REPORT ACTION REQUIRED

Materials Selection Policy – 2016 Revisions

Date:	June 27, 2016
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to recommend changes to the Materials Selection Policy that arise from the ongoing review of policies to improve library service. The Materials Selection Policy provides a framework for the development of library collections and supports the Library's mission of providing "universal access to a broad range of human knowledge, experience, information and ideas..."

Only minor changes are required and are intended to update the policy and to ensure that it reflects the ongoing evolution of the Library's collections.

The following changes are recommended:

- the replacement of the Canadian Library Association's *Position Statement on Intellectual Freedom* with the 2015 revised version, the *Statement on Intellectual Freedom and Libraries*;
- the addition of a statement regarding the Library's ability to respond to requests for reconsideration from the public about some digital content provided by third-party vendors.

RECOMMENDATIONS

The City Librarian recommends that Toronto Public Library Board:

1. approves the revised Materials Selection Policy (Attachment 1).

Implementation Points

The revised Materials Selection Policy will be posted on the Library's website and communicated to staff.

FINANCIAL IMPACT

This report has no financial impact beyond what has already been approved in the current year's budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and is in agreement with it.

DECISION HISTORY

At its meeting of June 26, 2000, the Toronto Public library Board approved the Materials Selection Policy. On December 10, 2007, minor changes aimed at clarifying the policy were approved. On June 25, 2012 the Board endorsed the Ontario Library Association's *Statement on the Intellectual Rights of the Individual and Teen Rights in the Library* as appendices to the policy.

ISSUE BACKGROUND

The Board-approved Materials Selection Policy provides the policy framework for all of the Library's collections. The overall responsibility for the selection of library materials is vested in the City Librarian who delegates this professional activity to qualified and knowledgeable staff. The policy provides both guidance for staff when selecting material and information for the public about the principles that guide selection decisions. It also establishes a process for members of the public to identify concerns about items in the Library's collections.

COMMENTS

It is recommended that the Canadian Library Association's *Position Statement on Intellectual Freedom* (Appendix 2 of the Materials Selection Policy) be replaced with the 2015 revised version, the *Statement on Intellectual Freedom and Libraries*. It provides a broader national and international context for the role of libraries in ensuring intellectual freedom and expands on and emphasizes the responsibility of Canadian libraries to provide access to the widest variety of resources and to resist censorship or restrictions. It also introduces privacy as a principle to be supported along with intellectual freedom.

All physical collections and most downloadable and streamed digital collections are selected by Library staff or acquired through vendor profiles developed and monitored by staff. If a customer has concerns about an item they can request that it be reconsidered in accordance with the process laid out in the Materials Selection Policy and this is done in the context of the criteria in the policy. However, the Library also subscribes to services from third-party vendors in which the vendors, not staff, determine the content. Examples are *Academic OneFile*, a database that aggregates periodical articles, *hoopla*, which provides access to thousands of video and music titles and *OneClickdigital eAudiobooks*. These vendors are all reputable, established providers of content to libraries and their products go through a rigorous selection process. However, as staff do not control the inclusion of a specific title,

the reconsideration process cannot be used. The vendor will be informed of the complaint, as appropriate, and customer concerns may be taken into account when a decision on renewing the subscription is made. Accordingly, it is recommended that a statement to this effect be included in Section 9 of the Materials Selection Policy, Reconsideration of Materials.

CONTACT

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SIGNATURE

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ATTACHMENTS

Attachment 1: Materials Selection Policy