



New Westminister Public Library Policy Manual

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| Section: | Collection & Development | Policy Number | F1 |
| Policy Title | General | Approval Date: | August 19, 2011 |
| | | Revision Date: | |

Suggestions from the Public

Patron suggestions for the purchase of new titles are welcomed. Suggested titles are evaluated and purchased if they meet the Library's normal criteria for collection development, cost and balance.

Request for Reconsideration

Patron requests for reconsideration of specific titles shall be made in writing to the Chief Librarian. After review, including Board input when appropriate, the patron will receive a written explanation of the Library's decision.

Collection Review

In order to keep the collection relevant, and because of space considerations, the discarding of library materials is as important as the initial selection. Materials which are no longer relevant in the light of the Library's objectives will be systematically deleted from the collection according to accepted professional practices. Other materials may be rebound or replacement copies acquired.