



# City of Virginia Beach

[VBgov.com](http://VBgov.com)

DEPARTMENT OF PUBLIC LIBRARIES  
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LIBRARY ADMINISTRATION  
BUILDING 19, ROOM 210  
MUNICIPAL CENTER  
VIRGINIA BEACH, VA 23456-9115

## **Materials Selection Policy**

Revised 8/2012

Selection is the decision to add or retain material as part of the library's collection. All materials, whether selected by the library staff or donated to the library, are evaluated in accordance with this policy and in alignment with the Library's Vision and Mission as applicable to the item in question.

Guidelines used by the Virginia Beach Public Library to evaluate materials to be selected for its collection include:

- Literary merit
- Curriculum support for library initiatives, schools, and educational partners in the community for all ages
- Accuracy
- Timeliness or permanence of the content
- Currency of content
- Attention of media and public
- Demand by general public through direct request and analysis of existing collection
- Clarity in presentation of concepts
- Quality of product, durability and ease of repair
- Evaluation by critics in the popular press and reviewers in professional library publications
- Format
- Inclusion of advertising as content which casts suspicion on the validity of the material
- Availability for acquisition
- Price
- Relation to existing collection and to other materials on subject
- Reputation and /or authority of author, editor, illustrator, publisher, performer, etc.
- Scarcity of produced or published information in a subject area
- Suitability or reading level, interest level and treatment of subject to the age of the intended audience

- Use of the material locally as assigned reading, viewing or listening
- Access to material through interlibrary loan
- Access to or availability of material in Hampton Roads' libraries, museums, research organizations, etc.