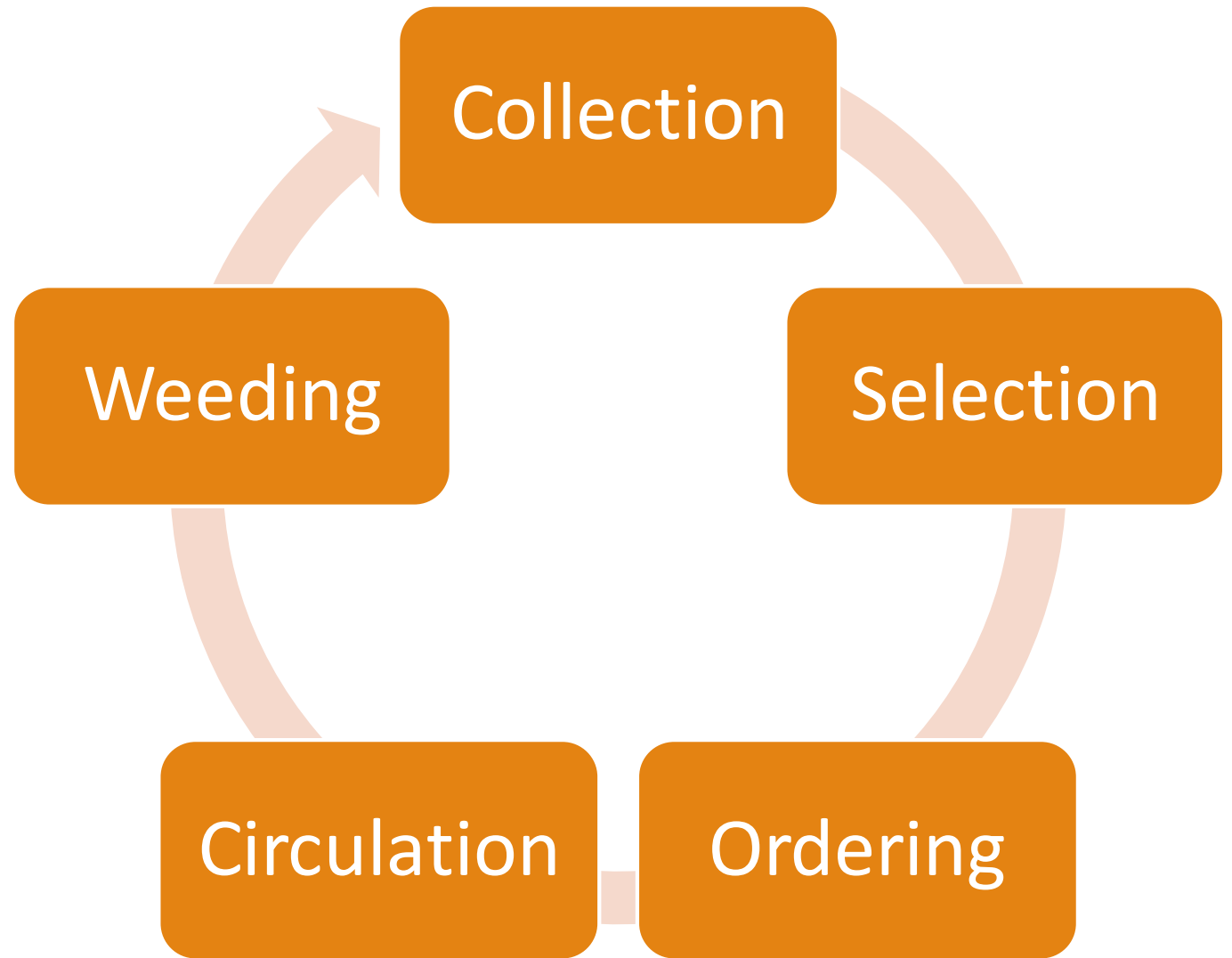


Collection Management

THE CIRCLE OF LIBRARY BOOK LIFE



Collection Cycle



Selection

Materials Selection Policy – Approved 2004

- Currently under review

Selector areas

Budget by selection area

How selectors pick materials

- B&T suggestions
- Reviews in professional journals/Newspaper reviews
- Core Collection resources
- Patron requests
- Literary blogs - especially for diverse/inclusive titles

Ordering

Baker and Taylor is our primary vendor for books

Amazon is a secondary vendor – use for book clubs

Also get AV materials from a few other vendors:
Midwest, Recorded Books, Weston Woods,
Random House

Some specialized vendors for Children's materials

We get discounts on each item from vendors

Orders placed weekly through Technical Services

Evaluation of the Collection

Selectors are always monitoring their sections

General Considerations:

- Timeliness of the information
- Condition of the materials
- Space on the shelves

Statistics:

- Turnover rate
- Last date of circulation
- Total Circulations
- Publication Dates

Diversity and Inclusion in the collection

“BOOKS ARE SOMETIMES WINDOWS, OFFERING VIEWS OF WORLDS THAT MAY BE REAL OR IMAGINED, FAMILIAR OR STRANGE. THESE WINDOWS ARE ALSO SLIDING GLASS DOORS, AND READERS HAVE ONLY TO WALK THROUGH IN IMAGINATION TO BECOME PART OF WHATEVER WORLD HAS BEEN CREATED OR RECREATED BY THE AUTHOR. WHEN LIGHTING CONDITIONS ARE JUST RIGHT, HOWEVER, A WINDOW CAN ALSO BE A MIRROR. LITERATURE TRANSFORMS HUMAN EXPERIENCE AND REFLECTS IT BACK TO US, AND IN THAT REFLECTION WE CAN SEE OUR OWN LIVES AND EXPERIENCES AS PART OF THE LARGER HUMAN EXPERIENCE. READING, THEN, BECOMES A MEANS OF SELF-AFFIRMATION, AND READERS OFTEN SEEK THEIR MIRRORS IN BOOKS.”

Dr. Rudine Sims Bishop



Diversity and Inclusion

What is happening in the library?

- Reviewing Materials Selection Policy
- Diversity Audits
 - Diversity Audit class for selectors
 - Diversity Audits performed on the collection
 - Ordering books – applying diversity audit methods to future carts
- Evaluating Subject headings & using the Local subject heading field
- Ordering additional materials on specific subjects
 - Own voices
 - Anti-racism
 - Equity, Diversity, and Inclusion topics

Weeding Materials

CREW Manual approved by the Board

Considerations:

- Age of the material
- Condition
- Subject coverage
- Popularity
- Circulation statistics

Library staff professional experience and judgement

Material Withdrawal

Withdrawn collection materials are removed from the catalog and physical items can...

- Go into the book sale
- Be donated to Better World Books or to B&T's Sustainable Shelves program
- May have to be recycled if condition is not good

Ebooks/Eaudiobooks

General Info

- Primary vendor – Overdrive
- Ordering – weekly adult collection; biweekly children's collection
- No limit to storage – Overdrive is cloud-based
- Records appear in the catalog
- Withdrawal – have to remove items from the catalog if not repurchased; unless the title is OC/OU the title expires

Models

- OC/OU (One copy/one user) – This was the initial model, however many publishers have moved to the circs/time model for ebooks; eaudio books primarily this model
- Number of circulations (26) or time (12 or 24 months) – time is the more prevalent model
- CPC (cost per circ)
- Simultaneous Use
- Lucky Day

Challenges

- Maintaining the backlist while still purchasing new titles
- Addressing hold lists
- Cost and time limits

Collection in the New Building

110,000 physical items

- 75% on shelf
- Number of physical items may increase to an upper level of 120,000 depending on circulation
- Comparable to other libraries of the same size
- Increasing from 84,000 to 110,000
- Right-sizing the collection

Why is this number lower despite increasing square footage of the library?

- Bringing the building into ADA compliance
 - Width of aisles
 - Turnaround space at the end of aisles
 - Fewer number of shelving units
- Programmatic changes – meeting rooms, group study rooms, public bathrooms, seating areas

Changes to the Collection

- Some collection areas may change
- Impact of moving and COVID
- Fluidity of collection space
- Increased Diversity and Inclusivity

Collection in the New Building

Collection Now (September 2020)

- Physical Items **84,367**
- Ebooks 15,533
- Eaudiobooks 4,941
- Streaming 26,962
- Total **131,803**

Budget Impacts

- Rising cost of books
- Cost/demand of e-resources – streaming, ebooks/eaudio
- Flat budget requirements of the past

Budget

FY21

Physical Items \$100,161
Ebook/Eaudiobook \$104,000/\$37,000

FY22

Physical books/items – building the collection
Streaming