



## **PURPOSE OF COLLECTION DEVELOPMENT POLICY CONTRA COSTA COUNTY LIBRARY**

- Collection development is the process of ensuring that the information needs of the community are met in a timely and economic manner using professional judgment and appropriate resources.
- The purpose of a Collection Development Policy is to provide the community and the library staff with a document that provides justification for the development of library collections.
- The Policy is a fluid document that serves as a central resource point for staff and community alike. It is based upon firm principles of local determination made in the context of a larger system.
- The Policy is a document that informs its users of the nature and scope of Library collections, establishes collecting priorities that will correct weaknesses and maintain strengths, and sets standards for the inclusion and exclusion of resources.
- The Policy serves as a guide for day-to-day collection development activities. Its flexibility allows staff to exercise its professional judgment as it acts in the best interests of the community.
- The Policy provides a clear description of the resources budget allocation process, serves as a tool for evaluating the collection on an ongoing basis, and provides a training and orientation foundation for new staff members.