

## PART FIVE

### Materials Selection Policies

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## I. Print Materials

### A. Philosophy

The Library recognizes its responsibilities to collect materials, to organize and make available its resources, and to give guidance in the use and interpretation of materials.

### B. Purpose

1. The purpose of the collection is to contribute to the improvement and extension of quality library service to all area residents. Serious consideration will be given to all suggestions from staff and the public.
2. This policy governs the selection of materials for adults, children, and young adults. Please refer to the materials policy for children and young adults for policies pertinent only to their collection.
3. This policy governs the selection and maintenance of the Library's collection of materials. It may be revised as changes occur in the needs of our service population and in the emphasis of the library's objectives to provide information and research.

### C. Library Bill of Rights

The library supports the American Library Association's Library Bill of Rights.

### D. Freedom to Read Statement

The library supports the American Library Association's Freedom to Read Statement.

### E. Objectives in Materials Selection

1. To provide materials for informational, recreational, and educational functions.
2. To collect basic materials of permanent value.
3. To collect materials of contemporary or timely significance. Selection is based on the particular wants and needs of the community.

### F. Goals in Materials Selection

1. To stimulate thoughtful participation in the life of the family, the community, the country, and the world.
2. To encourage maximum use of the collections by the greatest number of people.
3. To support the educational, civic, and cultural activities of individuals, groups, and organizations.
4. To foster intellectual, artistic, and spiritual growth.
5. To promote the use of library materials for recreation and enjoyment.

G. Responsibility for Materials Selection

The ultimate responsibility for materials selection lies with the Director, subject to the policies of the Board of Trustees. The Director may delegate the authority to interpret and define the applications of this policy in making day-to-day decisions.

H. General Policies

1. The library will provide materials which help to meet its objectives. Materials may include: books, periodicals, pamphlets, newspapers, DVD's, pictures, (slides, music scores, maps, recordings, and microfilm if and when financially feasible).
2. Materials acquired will meet high standards of quality in content, expression, and format.
3. The library staff will keep itself informed of other publicly available resources of books and other materials in the area to avoid unnecessary duplication.
4. The library will not attempt to furnish materials needed for formal courses of study offered by elementary and secondary schools and by institutions of higher learning. The public library has materials for self-study, but is not primarily designed to furnish reading required for academic study.
5. All materials, except those which are in special demand and cannot be duplicated, including rare and fragile items, and current reference materials, will be lent for home use under library regulations and procedures.
6. As a responsibility of library service, books and other materials selected should be chosen for values of interest, information, and enlightenment of all the people of the community. In no case should any book be excluded because of the race or nationality, or the political or religious views of the writer.
7. There should be the fullest practicable provisions of material presenting all points of view concerning the problems and issues of our times, international, national, and local; and books or other reading matter of sound factual authority should not be proscribed or removed from library shelves because of partisan or doctrinal disapproval.

I. Criteria for Selection

In order to build a collection of merit and significance, materials will be considered according to objective guidelines. All acquisitions, whether purchased or donated are considered in terms of the following standards.

1. General criteria.
  - a. suitability of form for library use
  - b. suitability of subject and style for intended audience
  - c. present and potential relevance to community needs

- d. appropriateness and effectiveness of medium to content
  - e. insight to human and social conditions
  - f. importance as a document of the times
  - g. relation to existing collection and other material on subject
  - h. reputation and/or significance of author
  - i. skill, competence and purpose of author
  - j. attention of critics, reviewers and public
2. Specific criteria for works of information and opinion:
- a. authority
  - b. comprehensiveness and depth of treatment
  - c. objectivity
  - d. clarity, accuracy, and logic of presentation
  - e. representation of challenging, though extreme or minority point of view
3. Specific criteria for the evaluation of works of imagination:
- a. representation of important movement, trend, genre, national or ethnic cultures
  - b. vitality and originality
  - c. artistic presentation and experimentation
  - d. sustained interest
  - e. effective characterization
  - f. authenticity of historical or social setting
4. Other criteria
- Also, the following criteria may be used in selection:
- a. timeliness
  - b. reputation of the author
  - c. scarcity of subject matter
  - d. reputation of the publisher
  - e. importance of subject matter to the collection
  - f. content and treatment
  - g. technical qualities
  - h. format
5. Reviews
- a. Whenever possible, materials will be selected based on review(s) from a variety of sources common to this library or from review(s) available to residents of our service area.
  - b. At the library's discretion, materials may be reviewed by individuals specially trained or knowledgeable in the material's content or purpose.
  - c. Typical book review sources used by the Library: Booklist, Kirkus, Library Journal, New York Times, Publishers' Weekly.

All periodicals, both popular and specialized, currently subscribed to by the Library are consulted as a regular part of the selection process.

6. Demands  
Demand for a specific material item or materials in subject areas is one of many selection criteria. Overall value to the collection and community needs, as well as the goals, objectives and guidelines of this policy, will also be taken into consideration.

J. Quality of Materials

1. The library will purchase books of factual authenticity or literary merit except in the areas of high demand, in which case demand shall warrant the purchase.
2. Controversial books for which there is a heavy demand shall be purchased if they are deemed by reviewers to have redeeming social value, literary merit, informational, or recreational value.

K. Scope, Emphasis, and Limits of Collection

1. The collection will be developed to serve the informational, educational, and recreational needs of all ages.
2. The library will purchase hardcover, paperbacks, large print; materials to serve adults, children, young adults, elderly, partially sighted and the disadvantaged.
3. The library will purchase material for its local history and New York State history collection.
4. Interlibrary loan will be used to supplement the library's collection.

L. Textbooks

Textbooks are not within the library's responsibility to purchase for the collection.

M. Gifts

The library will accept gifts under the following conditions:

1. Gift materials will be judged by the same material selection standards that apply to purchased materials.
2. No gift materials will be accepted for which the donor places restrictions or special conditions.
3. Memorial gifts of money will be accepted for purchase of materials. Funds will be subject to the material selection standards of this policy.
4. Gift materials will be accepted with the understanding that this library reserves the right to utilize them in accordance with this selection policy. Gift materials may be added to the collections, sold, given to other libraries, or discarded.
5. Gift items will be formally acknowledged, if the donor wishes. This library will not estimate the value of gift donations for income tax considerations. The responsibility for this process lies with the donor.

6. Gifts of money, real property, and/or stock will be accepted if conditions attached thereto are acceptable to the Board of Trustees and are in accordance with all pertinent laws.
7. Personal property, art objects, portraits, antiques, and other museum objects will not be accepted or will be accepted only on the condition that they may be sold, given away, or discarded at the discretion of the Trustees and the Library Director.

## II. Adult Materials Selection Policy

The policies as stated in print materials, non print materials, and censorship apply in the fullest sense in the selection of adult materials.

## III. Policies Specific To Children's Materials

### A. General Policy

1. The principles stated in materials selection policy are applicable to the selection of materials for children.
2. The basic policy for children is to choose the best new books and to replace and duplicate older worthwhile titles. The collection includes books for recreational reading, inspirational books, and books of information covering a wide range of knowledge to stimulate and satisfy the child's natural curiosity, as well as widen his interests, and to cultivate a taste for good literature.
3. Books are provided on a variety of reading levels in all the interest areas.
4. Each book is judged on its own merits, and is considered in relation to the rest of the collection and the children for whom it is intended.

### B. Objectives

The selection policy for children shares the major objectives of the Library.

### C. Goal

To meet the needs and interests of children and to nurture their reading habits as potential adult readers and users of the Library.

## IV. Policies Specific To Young Adult Materials

### A. General Policy

1. The Library recognizes its responsibility to young adults in the community.
2. The principles stated in the materials selection policy are applicable to the selection of materials for young adults.
3. The Library recognizes that young adults (the group from 14-20) are in the process of maturation and need books which will help them to develop a mature understanding of life and to become good citizens, enrich their lives and fulfill recreational needs. There is a wide range of reading levels to be found in the young people's group; it is the policy of the library to

maintain a collection which will benefit and stimulate those of all levels of reading ability.

4. As with adult books, titles are chosen after consideration of literary merit, honesty and accuracy, intent of the author and position in relation to the other books in the collection.
5. All titles, regardless of reading ability level, are selected with the aim of encouraging the teenage reader to grow toward reading in adult fields or as high a level as is individually possible.
6. The wide differences of needs and interests as well as differences in the reading ability of young adults are of primary importance in the selection of materials.

B. Objectives

The selection policy for young adults shares the major objectives of the Library.

C. Goals

1. To meet the needs and interests of young adults.
2. To nurture their reading habits as potential adult readers and users of the library.

V. Non Book Materials: General

Revised 11/06

A. Philosophy

The Library recognizes its responsibility to make available non-print materials to its constituency.

B. Scope

1. The Library's collection will contain cassettes, compact discs, art, DVD's, and maps.

C. Criteria

1. Since there is no clear line to separate print from non-print materials other than form, the policies that apply to print materials will be adhered to.
2. However, since most non-print formats involve a higher proportion of pictorial matter, the following additional criteria will be used in selection.

Criteria for Purchase:

- a. Purpose and use
- b. Convenience of use
- c. Equipment required
- d. Durability
- e. Selection aids and reviews
- f. Price

Criteria for Selection:

- a. Authenticity
- b. Appropriateness
- c. Scope of material
- d. User interest
- e. Sequence of organization
- f. Technical aspects
- g. Special features
- h. Physical characteristics
- i. Library potential

D. Audio Cassettes and Compact Discs

1. Purpose

The purpose is to provide significant materials in recorded form for the use of individuals and groups in the community .

2. Scope of Materials

Musical recordings and books on tape constitute the bulk of the collection. They are selected to cover a wide variety of interests.

3. Audio Cassettes and Compact Disc Selections Policy

Musical works are bought because they are performed by a particular musical artist, conductor, or literary personage. Books on tape are purchased to represent a wide range of reading interests.

Selections are made with these points in mind:

- a. Excellence of interpretation and technique
- b. Importance of artist
- c. Technical quality of the recording
- d. Need for material based on public request and present holdings
- e. Price

4. Gifts

The policy is the same as for print materials.

5. Maintenance

Discarding of materials is a necessity because of wear or damage. The decision is then made whether to replace with the same recording or something else.

E. DVD's

1. Purpose

The purpose is to provide materials in DVD format for the use of individuals and groups in the community.

2. Scope of Materials

Materials are selected to cover a wide variety of interests. This includes feature films, including current high interest, old classics and foreign films. Informational titles include travel, sports, exercise, parenting, cooking, language, documentaries, arts, hobbies, and home repair. PBS titles and popular television shows for children and adults are also purchased.

3. Selection Criteria

Selections are made with these points in mind:

- a. Excellence of interpretation and technique
- b. Importance of artist
- c. Technical quality
- d. Need for material based on public request and present holdings
- e. Price

4. Gifts

The policy is the same as for print materials.

5. Maintenance

Discarding of materials is a necessity because of wear or damage. The decision is then made whether to replace with the same recording or something else.

F. Maps

Sheet maps of local, county, New York State, and other areas of interest are acquired by the Library to supplement those found in atlases and other books.

G. Music

The Library adds music of all kinds that is published in various formats.

## VI. Electronic Resources

Adopted 4/13/96

### Purpose

Huntington Memorial Library supports access to information on all subjects that serve the needs or interests of all users, regardless of the format or content of the material. The library recognizes its responsibility to provide electronic resources to the public.

### Scope

Due to the nature of some electronic resources, a wealth of unregulated information is accessible. Electronic resources (such as the Internet) that fall outside the scope of the library's collection development policies cannot be monitored.

### Selection

For those electronic resources which can be purchased and reviewed on an individual basis (i.e. cd-rom, databases, etc.) the criteria for selection includes: technical quality, need for material based on public interest, comparison to present holdings, price, ease of use, timeliness, accuracy. In addition, the criteria for selection will also include those detailed in print materials.

### The Internet

The Internet, as an information resource, enables Huntington Memorial Library to provide information beyond the confines of the existing collection. It allows access to information and ideas from around the world. It currently is an unregulated medium which means that while it offers access to a wealth of material that is personally, professionally, and culturally enriching to individuals of all ages, it also enables access to material that falls outside the scope of many library collection development policies.

Offering the Internet as an information resource enhances the reference service of the library and provides the public with an access point for the Internet.

It is impossible for Huntington Memorial Library to control or monitor the vast amount of material available on the Internet. This is unique to traditional collection development and selection practices. Therefore, individual users must accept responsibility for determining the suitability and accuracy of content found during their Internet searches. Parents must assume responsibility for their minor children's use of the Internet at Huntington Memorial Library. Huntington Memorial will not assume "in loco parentis" status.

## Library Bill of Rights

The Library supports the American Library Association's Library Bill of Rights Access to Electronic Information Services and Networks.

(Access to Electronic Information, Services, and Networks: An Interpretation of the Library Bill of Rights)

## Restrictions on Use

The library reserves the right to limit a user's time at the computer terminal in order to ensure equitable access for all users. Sign-up sheets may be employed to this end.

The library does not act "in loco parentis" for any electronic resources used by children. It is up to parents to monitor the use of these resources by their children.

## VII. Collection Maintenance

### A. General Statement

1. Materials which are no longer useful in the light of stated objectives of the library will be systematically weeded from the collection according to accepted professional practices.
2. Regular weeding eliminates the ephemeral material once the interest has subsided, and an effort is made to have available some information, either in a book or pamphlet, on both sides of controversial issues.

### B. Replacement

This library does not automatically replace all materials withdrawn from the collections because of loss, damage or physical wear. Need for replacement is weighed with regard to these factors:

1. Number of duplicate copies.
2. The existence of adequate coverage of a subject.
3. More up-to-date or authoritative coverage of a subject.
4. Current demand for the particular subject or title.

### C. Withdrawal

Using professional tools and judgement, materials will be withdrawn for:

1. Obsolete information.
2. Poor physical condition.
3. Material no longer needed.
4. Lack of use by users.

### D. Binding and Rebinding

1. The Library tries to bind, within budget limitations, any materials which are of permanent value.
2. The choice of books for rebinding is made in accordance with the following:

- a. Title is out of print and still useful.
  - b. Value of the title and possibility of replacement.
  - c. Physical condition.
  - d. Cost of rebinding is less than cost of replacement.
  - e. Number of copies available.
3. Titles are ordinarily not rebound if:
- a. Physical makeup: poor quality of paper, narrow margins, illustrations too close to margin or on inside of book cover, weight of paper make binding expensive or destroy usefulness of the volume.
  - b. Condition is so poor: dirty, worn, cut or missing pages, crayon marks, mutilation, that rebinding is not practical.
  - c. The book has not been used or in demand.
  - d. Replacement costs are less than rebinding cost.
  - e. Better or newer material is currently available.

#### E. Shelving Library Materials

1. This is perhaps one of the most important parts of collection control. With an accurate and efficient shelving routine, good overall library service will be easier to offer. Backlogs of unshelved materials may cause delayed service and require valuable staff and patron time to locate them. Misshelved materials are as good as lost and are of use to no one. Materials for shelving are from three basic areas:
  - a. Circulated materials which have been returned.
  - b. Materials used by patrons which they did not reshelve.
  - c. Any materials left haphazardly on shelves by patrons.
2. At this time it is good practice to straighten books on the shelves and when necessary, get book ends for support. Book ends are found at the circulation desk.
3. Both children's and adult materials are shelved in much the same way. Some exceptions are noted.

### VIII. Censorship

#### A. Procedure

1. Any individual may reject materials for himself but may not restrict the freedom of others to read.
2. Whenever library material is challenged, it will be reexamined by the Library Director/Board of Trustees; if the material meets the criteria of the materials selection policy, it shall not be removed from the collection except by court order.
3. When materials are challenged:
  - a. Treat complaints with dignity, courtesy, and good humor.
  - b. Provide a form "Request for Reconsideration of Library Materials" to obtain formal complaint.
  - c. Full facts shall be presented to the library Board of Trustees.
  - d. Defend principles of freedom to read and the professional

- responsibility of the library rather than the book.
- e. Complaints and/or objections to library materials will be considered in terms of this library's materials selection policy, the principles of the Library Bill of Rights and the Freedom to Read Statement, and the opinions of the reviewing source(s) used in selection.
  - f. If necessary seek support of local press, the New York Library Association's Intellectual Freedom Committee, and the American Library Association's Intellectual Freedom Office.
4. The complaints and/or objections, and response will be forwarded to the Library Director for review and relevant comments if received by a substitute in the Director's absence.
  5. In the event that the person or group registering the objection is not satisfied, a direct meeting with the Library Director will be arranged.
  6. If the complainant still feels that the problem has been dealt with inadequately, a final appeal to the Board of Trustees will be made. The Library Director will notify and inform the Board of the details of the case before a full hearing is scheduled.

Complaint Form Report

AUTHOR: \_\_\_\_\_

TITLE: \_\_\_\_\_

COMPLAINANT:

Name \_\_\_\_\_

Address \_\_\_\_\_

COMPLAINT: (Use reverse side if necessary. Be as specific as possible as to incident or pages involved, etc.)

Date: \_\_\_\_\_ Library Employee: \_\_\_\_\_

Further Comments: \_\_\_\_\_

# Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries that make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; inclusion of "age" reaffirmed January 23, 1996.

A history of the Library Bill of Rights is found in the latest edition of the Intellectual Freedom Manual.

# The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1.

*It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a

democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2.

*Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3.

*It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4.

*There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5.

*It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6.

*It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take

the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7.

*It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

*A Joint Statement by:*

American Library Association  
Association of American Publishers

*Subsequently endorsed by:*

American Booksellers Foundation for Free Expression  
The Association of American University Presses, Inc.  
The Children's Book Council  
Freedom to Read Foundation  
National Association of College Stores  
National Coalition Against Censorship  
National Council of Teachers of English  
The Thomas Jefferson Center for the Protection of Free Expression

# Freedom to View Statement

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the **First Amendment to the Constitution of the United States**. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1.

To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.

2.

To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.

3.

To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.

4.

To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.

5.

To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

**Endorsed January 10, 1990, by the ALA Council**

## IX. Copyright

Huntington Memorial Library follows all applicable copyright laws.

Please consult current copyright law books for answers to particular questions. Advice from a copyright attorney may be needed in special situations.