

AGENDA TRANSMITTAL

TO:

Board of Supervisors

FROM:

Rita Lovell, Library-Museum-Archives Director

DATE OF MEETING:

August 19, 2025

PREPARED BY:

Rita Lovell, Library-Museum-Archives Director



TITLE:

Approve updated Alpine County Library Collection Development Policy-Library, Museum & Archives Director

SUMMARY:

On September 29, 2024, Governor Newsom approved, and the State Librarian authorized, AB 1825--The California Freedom to Read Act. This bill establishes policy requiring all CA public libraries wishing to remain eligible for state grants to establish, adopt and maintain written, publicly accessible collection development policies recognizing the California Freedom to Read Act. The revised Alpine County Library Collection Development policy has been approved by the Alpine County Library Commission at their July 31st quarterly meeting. Approval by the Alpine County Board of Supervisors is the final step needed to meet state requirements by the January 2026 deadline.

FISCAL IMPACT:

Is this item allocated in the current budget? N/A
Is this a one-time expenditure?

Anticipated Cost Current Fiscal:
Total Anticipated Cost:
Source:

RECOMMENDED ACTION:

Approve 2025 draft of Library Collection Development Policy

BOS 2021-2026 STRATEGIC GOAL:

N/A

INSTRUCTIONS TO CLERK:

Copy to: rlovell@alpinecountyca.gov

ATTACHMENTS:

1. 2025 Revised CD Policy
2. Bill Text - AB-1825 California Freedom to Read Act_



Alpine County
Library



COLLECTION DEVELOPMENT POLICY

Updated 2025

I. Mission Statement

Alpine County Libraries are vibrant community hubs where learning, creativity, and connections thrive. We inspire lifelong exploration through dynamic programs, diverse perspectives, and innovative technology--continually evolving to meet the changing needs of our remote communities.

II. Description of the Community

Alpine County, California's least populated county, is a unique and picturesque region where the economy thrives on tourism, outdoor recreation, and ranching. The county boasts a variety of attractions, including fishing, kayaking, disc golf, downhill and Nordic skiing, camping, hiking, bicycling, and relaxing at Grover Hot Springs State Park. Community highlights also include popular events such as the Bear Valley Music Festival, Woollystar Music Festival, and the iconic Death Ride.

The county government, based in Markleeville, is the largest year-round employer, followed by the U.S. Forest Service, Alpine County School District, and Caltrans. Seasonal employment opportunities are provided by local resorts, with limited year-round positions. Some residents commute to neighboring South Lake Tahoe or Carson Valley, Nevada for work.

Residents of Alpine County enjoy vast open spaces, immediate access to nature and a variety of outdoor recreation, clean air, pure water, and breathtaking mountain views. However, access to basic services such as supermarkets, banks, movie theaters, and hospitals often requires travel to nearby towns.

Alpine County's library system is an essential resource for the rural mountain communities. We have a main library in Markleeville, a branch library in Bear Valley, and a bookmobile to provide outreach services to remote areas of the county, including Kirkwood Valley. Alpine County libraries provide welcoming spaces where residents can access information, enjoy educational and recreational reading materials, and benefit from free internet connectivity. They also serve as vital hubs for community connection, offering meeting rooms for workshops, lectures, and events that strengthen social bonds and foster collaborative community growth.

In support of its mission, the Alpine County Library endorses and has adopted the following statements used as guidelines for the development of Library collections: American Library Association's "Library Bill of Rights," "Freedom to Read," and "Freedom to View," presented in the Appendix section of this policy. Further, California State Law, AB 1825 passed in 2024, requires the following statements to be included in public library collection

development policies:

1. The collection meets the broad and diverse interests of the community and respects both the library's autonomy and their specific community needs.
2. The public library serves as a center for voluntary inquiry and the dissemination of information and ideas.
3. Library materials should be provided for the interest, information, and enlightenment of all people, and should present diverse points of view.
4. The right of the public to receive access to a range of social, political, aesthetic, moral, and other ideas and experiences is acknowledged.

III. Collection Management Overview

The library's collection is a living, changing entity. As items are added, others are reviewed for their ongoing value and sometimes are withdrawn from the collection. Great care is taken to retain or replace items that have enduring value to the community. Decisions are influenced by patterns of use, the capacity of each location and the holdings of other libraries that may specialize in a given subject matter. Staff review the collection regularly to maintain its vitality and usefulness to the community.

IV. Collection Development Guidelines

- a. The selection of any material or resource does not constitute an endorsement by the Library, County of Alpine, or its staff.
- b. The Library recognizes that many materials and resources may be controversial.
- c. Selection decisions are guided by the merits of the work, collection needs, and interests of a diverse collection which can support the roles of the library as a reference center, learning center, educational center, and community center for the diverse needs of the Alpine County community.
- d. Selection decisions are not influenced by the possibility that material may be accessible to children. Responsibility for children's use of library materials and resources lies with their parents, legal guardians, or caretakers.
- e. The Library selects materials of varying complexity, media, and format because it serves a public that includes a wide range of ages, educational backgrounds, interests, sensory preferences, and reading skills. When staff review and select materials for purchase, they consider the needs of the entire community.
- f. The Library may select materials that are to be used in the Library only.
- g. Library materials will not be marked or identified to show approval or disapproval of the contents and nothing will be sequestered except to protect it from theft or damage.

h. Each type of material must be considered in terms of its own merits and its intended audience. A single standard does not apply to all acquisition decisions; therefore, some material may be chosen to fulfill recreational needs of the community, while others may be selected because of their artistic merit, scholarship, or value to humanity.

i. Library materials that experience high demand may or may not meet the general and specific criteria contained in this policy. Volume and nature of patron requests are serious considerations for selectors. Additionally, as the community's social and intellectual climate changes, materials not originally recommended for purchase may become of interest.

k. Materials donated to the Library are not automatically added to the collection. These items are reviewed by Library staff according to the selection criteria. The Library may add works produced by authors, printers, or publishers with Alpine County connections that meet the purpose and objectives of this policy.

V. Selection Criteria

Collection development decisions are based on staff judgment, training, knowledge, and expertise. Materials are available in a variety of formats, quantities, and titles. Selection criteria includes but is not limited to the following general criteria to select new and donated materials for the collection:

- a. Relevance to interests and needs of the community
- b. Extent of publicity, critical review, and current or anticipated demand
- c. Current or historical significance of the author or subject
- d. Local significance of the author or subject
- e. Relevance to the existing collection's strengths and weaknesses
- f. Reputation and qualifications of the author, publisher, or producer, with preference generally given to titles vetted through examination of professional reviews (*ex. Library Journal, Publishers Weekly, Booklist, Kirkus, etc.*).
- g. Suitability of format to Library circulation and use
- h. Date of publication
- i. Diversity of collections with a focus on being equitable in representation of subjects, authors, and protagonists
- j. Price, availability, space available in the Library and Library materials budget

VI. Patron Recommendations and Donations

Patrons may request items the Library does not presently own. Each request is reviewed for inclusion in the collection and will follow the collection maintenance guidelines and *Selection Criteria* listed in this policy.

Requests can be made in person, over the phone, or online.

Gifts and Donations – The library may accept gifts of used and new books, periodicals, and other materials listed in this Collection Development Policy. *The library reserves the right to decide which items are to be added to the library collection.* Items not added to collection are given to other libraries, dispersed in Little Free Libraries, or sold in the Friends of the Library Book Sale. Receipts for donations are given upon request and only indicate the type and number of items donated.

VII. Selection Process

1. Responsibility for Selection

- a. Input and recommendations by members of the library staff are part of the selection process.
- b. Patrons may request items the Library does not presently own. Each request is reviewed for inclusion in the collection and will follow the collection maintenance guidelines and selection criteria listed in this policy. Requests can be made in person, over the phone, or online.
- c. Final approval is the responsibility of the Library & Archives Director.

VIII. Material Types and Formats

The library acquires materials in a wide range of subjects, related to the needs, interests, and demands of the community. Genres and formats include but are not limited to:

- a. Non-fiction
- b. Fiction
- c. Classics
- d. Periodicals
- e. DVDs
- f. Music CDs
- g. Audio Books
- h. Digital books
- i. Streaming services

IX. Materials Not Collected The library does not collect textbooks, family genealogies, nor rare books unless library staff deem them to be relevant to the local history of Alpine County.

X. Special Collections

1. Washoe Room The Washoe room contains a collection of works by Indigenous authors pertaining to the life, culture, and challenges of Indigenous peoples, with primary focus on Alpine County's first inhabitants, the Washoe (Wašiw). This room provides permanent space for local Indigenous artists to display their work.
2. Local History Collection - The library collects relevant material in all formats such as books,

newspaper clippings, magazine articles, county government publications, government reports, videos, oral histories and local family histories.

3. Maps – The Library offers a small collection of maps including topographical maps of Alpine County in 15- and 7.5-minute series.
4. Library of Things—The Library collection includes several non-print items such as musical instruments, pickle ball sets, sewing machines, craft kits, wellness activity bags, snowshoes, hiking backpacks and much more. This is a dynamic collection that evolves with the needs of the community and is dependent upon available funding.

XI. Library Facilities & Locations

Main Library-Markleeville

Bear Valley Library Branch – This library holds approximately 2,500 volumes. Both libraries actively share each other’s collections. Sometimes, duplicates are acquired when there is a heavy demand for a particular title in both libraries or when weather conditions make the sharing of resources impractical.

Bookmobile – The vehicle can hold up to 1200 volumes. Materials in the Bookmobile are selected from the Main library’s collection and rotated on a regular basis. Duplicate copies are sometimes designated for the Bookmobile’s permanent collection. impractical. The online catalog allows patrons to search both libraries’ collections.

Gifts and Donations – The library accepts gifts of used and new books, periodicals, and other materials listed in this Collection Development Policy. The library reserves the right to decide which items are to be added to the library collection, given to other libraries or sold in the Friends of the Library Book Sale. Receipts are given upon request and only indicate the type and number of items donated.

XII. Responsibility for Collection Management

1. The final authority for the Library collection rests with Library management. Implementation of collection development policy and management of the collection is assigned to Library staff. The Alpine County Public Library disposes of materials that have been withdrawn according to the criteria for weeding and withdrawal outlined below.

XIII. Weeding Process

Criteria for Weeding

1. The following criteria are used in selecting materials for withdrawal:
 - a. Damage or poor condition
 - b. Number of copies in the collection

- c. Relevance to the needs and interest of the community
- d. Current demand and frequency of use
- e. Accuracy and timeliness
- f. Lack of local interest
- g. Relevance to Alpine County Public Library's research collections
- h. Availability elsewhere including other libraries and online
- i. Deemed to be of an enduring nature
- j. Availability of improved or newer editions
- k. Space availability
- l. Outdated or harmful representations of groups of people

2. In addition, staff use the following guidelines for the withdrawal of items from special collections:

- a. Curatorial or environmental requirements exceed the resources of the Library
- b. Legal restrictions, possession of valid title and the donor's intent
- c. Relevance to the scope of the special collections

XIV. Replacement

1. Replacement of withdrawn materials is not automatic. The following criteria are considered when determining the need for replacement:

- a. Number of copies in system
- b. Location of item being withdrawn
- c. Existence of adequate coverage of the subject
- d. Demand for the specific title or for material in that subject area
- e. Existence of a newer format as a replacement

XV. Disposal of Withdrawn Materials

1. Most withdrawn items are donated to The Friends of the Alpine County Library or to local nonprofits for reuse.

- 2. Materials unsuitable for transfer are discarded or recycled.
- 3. The library will not accept requests to hold weeded materials for individuals.
- 4. Donated items not added to the library collection are not returned to donors. They may be disposed of or given to the Friends of the Alpine County Library who sell them to fund donations that benefit the Library.
- 5. Local area newspapers are held in paper format for 3 months, then discarded.
- 6. Newspapers originating from Alpine County are kept in the library for 1 year, then permanently housed in the County Archives. (Currently, the only newspaper originating from Alpine County is the Cub Reporter).
- 7. All historic newspapers from Alpine County are permanently stored in the County Archives.

XVI. Requests for Reconsideration

1. Objection to Material

Material is not judged on the basis of the author's race, nationality, or political, social, or religious beliefs. Material is judged in its entirety, not on isolated passages or sections. The obligation of a public library is to reflect within its collection differing points of view on controversial or debatable subjects. The Alpine County Library does not promote particular beliefs or views, nor does the selection of an item express or imply an endorsement of the author's viewpoint. Library materials will not be marked or identified to show approval or disapproval of the contents, nor will items be sequestered, except for the purpose of protecting them from damage or theft. The library welcomes expression of opinions by patrons, but will be governed by this Collection Development Policy in making additions or to deleting items from the collection.

2. Reconsideration of Library Materials

A Director's first course of action is to try to resolve the patron's concerns verbally. If resolution is not possible, the patron who requests the reconsideration of library materials will be asked to put his/her request in writing by completing and signing the "Request for Reconsideration of Library Materials" form (Exhibit B) for review by the Director. A copy of the completed form will be given to the Director. It is the Director's responsibility to communicate with the library staff which material(s) have been challenged.

When the completed form is submitted, the Director will retrieve professional reviews of the material(s) in question. The Director will then decide whether the material(s) will be withdrawn or retained in the collection. The Director will inform the Library Commission of all requests for reconsideration of library materials and the decision. The Director will then communicate this decision and the reasons for it, in writing, to the person who initiated the request for reconsideration.

3. Materials shall remain in the collection pending the final decision.

In the event the person who initiated the request is not satisfied, the patron may appeal before the Library Commission by making a request that the Director place him/her on the next Library Commission's meeting agenda. The Commission will determine whether the request for reconsideration has been handled in accordance with stated policies and procedures of the Alpine County Library. On the basis of this determination, the Commission may vote to uphold or override the decision of the Director.

The Director may report to American Library Association's (ALA) [Challenge Database](#).

XVII. Revision of Collection Development Policy

This policy should be reviewed every five years and revised when necessary.

APPENDIX A

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 service.

1. 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.
2. Libraries should provide materials and information respecting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgement of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background or views.
6. Libraries which 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.

APPENDIX B

Alpine County Library
Request for Reconsideration of Library Materials

Your Name: _____ Date: _____ / _____ / _____

Address: _____ Phone: _____

Author/Artist: _____

Title: _____

Please briefly answer the following questions about the item that you would like to have reconsidered.

1. At which of our libraries did you obtain the item in question?
2. Please describe the format (physical book, eBook, DVD, etc.) of the item you would like to have reconsidered.
3. How did you learn of this item?
4. What are your objections to this item?
5. What harm do you feel might result from reading/listening to/viewing this work?

6. Did you read/listen to/view the work in its entirety? If not, what parts did you read/listen to/view?

7. Have you read any professional reviews of the work? If so, please list the names of critics and sources of reviews.

8. What do you think are the main ideas of the work or what was the author's/artist's purpose in creating this work?

9. What suggestion do you have for a work with a similar purpose to replace this item?

10. What do you recommend the library to do with this material?

Thank you for taking the time to fill out this form. The Library Director will respond to your concerns within 10 business days of receipt of this form.

Signature

Date

APPENDIX C

The Freedom to Read

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
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.
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.
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.
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.
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.
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.

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.

APPENDIX D

The Freedom to View

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.

Endorsed January 10, 1990, by the ALA Council