

the right to sell, give to other libraries or otherwise dispose of gift materials that are not added to the library collection.

The following types of gift materials may not be added to the collection:

- Publications excluded by the collection development policy
- Out-of-date material not of historical value
- A duplicate of an item already in the library
- Material in poor physical condition

Exceptions to the gift policy may be approved by the Director.

11.11 Interlibrary Loan Cooperation and Networks

The Tonganoxie Public Library will cooperate with the Kansas Library and the Regional System of Cooperating Libraries to provide interlibrary loan as an essential service to users. It is more economical to borrow an infrequently used book than it is to buy it. Interlibrary loan, while not designed to substitute for providing books and other materials in constant demand, is used by the Tonganoxie Public Library to provide essential materials for unusual situations and to make available those materials that cannot be added to the collection because of space and budget.

11.12 Maintenance of the Collection

This Collection Development Policy is used by library staff to select, maintain and weed materials and also serves to acquaint the general public with the principles of collection development.

The Tonganoxie Public Library Board recognizes the need to continuously evaluate its collections in response to the changing nature and needs of its community through the weeding and replacement of its titles. Weeding is a task that takes skill, care, time and knowledge of the materials to be discarded. Weeding is a necessary adjunct of selection since it systematically eliminates unnecessary items; outdated or superseded materials; titles infrequently used, no longer of interest nor in demand, unnecessary duplicates; and worn out or mutilated copies. Items weeded from the collection will be offered for resale, donated to a tax-supported institution or discarded.

11.13 Intellectual Freedom and Challenged Materials

The Tonganoxie Public Library adheres to and wholly supports the Library Bill of Rights, Freedom to Read, and Freedom to View statements. The Director and Library Board also adopt the American Library Association (ALA) Statement on Labeling; Diversity in Collection Development; Challenged Materials; Expurgation of Library Materials, and Free Access to Libraries For Minors.

The Tonganoxie Board of Directors recognizes the right of individuals to question materials in the library collection and will give serious consideration to each patron's opinion. Material being questioned will remain available to patrons until a decision is made.

The Board of Directors believes that censorship is a purely individual matter and declares that while anyone is free to reject for himself/herself books and/or library material of which he/she does not approve, the individual cannot exercise this right of censorship to restrict the freedom of others to read, view, or hear. Parents have the responsibility to guide and direct the reading/viewing/listening of their own minor children. The library does not stand *in loco parentis* (in loco parentis: in place of a parent; charged with a parent's right, duties and responsibilities).