

Withdrawal/Weeding Policy

Rising City Community Library maintains a policy of withdrawal (also “weeding”) based on need or lack thereof, unnecessary or outdated books or materials no longer of interest or in demand. This would include duplicates when no longer needed, and worn or mutilated copies if their repair is not warranted. Frequency of circulation, community interest, and availability of newer and more valid materials are of prime consideration. Fiction, once popular, but no longer in demand, may be discarded, as well as non-fiction books which were purchased to meet demands that no longer exist.

The Library will retain materials, however, which may not circulate frequently but are considered part of a core collection. Responsibility for “weeding” the library collection and deciding which items to discard rests with the Director. Materials withdrawn from the collection may be given to other libraries, sold for the benefit of the Library, recycled or discarded.

Standards for weeding will include, but is not limited to:

Adult Books more than 7 years in circulation with no recent interest.

Children’s Books will be based on wear, current relevance and space available.

Magazines more than 12 months old with no exceptional interest.

DVDs 15 years with no recent interest.

Adapted/Reviewed 8/3/21