

Weeding Policy

Date Approved: 7/1/2005

Approved by Library Board

Date Amended: 6/13/2023

In order to maintain a current and attractive collection which meets the needs of our community, resources are regularly withdrawn from the collection when they no longer meet our needs. Items are considered for discard when it is:

- a. Obsolete, outdated, or no longer accurate.
- b. An item is physically worn or damaged beyond reasonable repair.
- c. The item no longer circulates, or doesn't circulate enough to justify its space on the shelf.
- d. There is more than 1 copy.

Items in special collections, such as genealogy, may not be weeded whether they are considered in bad shape or not. It will be at the discretion of the director.

Discarded surplus materials will be turned over to the Superior Library Foundation for disposal.

Final responsibility for removal of these materials, and the manner of disposal will rest with the Library Director. Replacement of materials may be made if there is continued interest in the materials