

Earlham Public Library

POLICY: Deaccession

Adopted: October 2015

Last Revision: June 9, 2019

Next Review: October 2021

Board President Signature _____

Deaccession

Removing material from the library collection.

The collection of the Earlham Public Library shall undergo deaccession on a regular basis to maintain the usefulness, currency and attractiveness of the collection-building goals.

Factors to be considered during deaccession shall include:

- Currency, based on the latest copyright and varying according to the type of material.
- Usage, based on the latest recorded circulation date.
- Literary merit.
- Accuracy of material.
- Needs and interests of the community.
- Physical appearance of the material.

The library director shall retain the right to dispose of “weeded” material as he or she sees proper and feasible.