

# Collection Development

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LOS ALAMOS COUNTY

LIBRARY SYSTEM

# Collection development defined

Collection development is the addition and deletion of physical, digital, and subscription items from the library.

It also includes curation, assessment, maintenance, and marketing.

Collection size (physical materials):  
more than 185,000 items

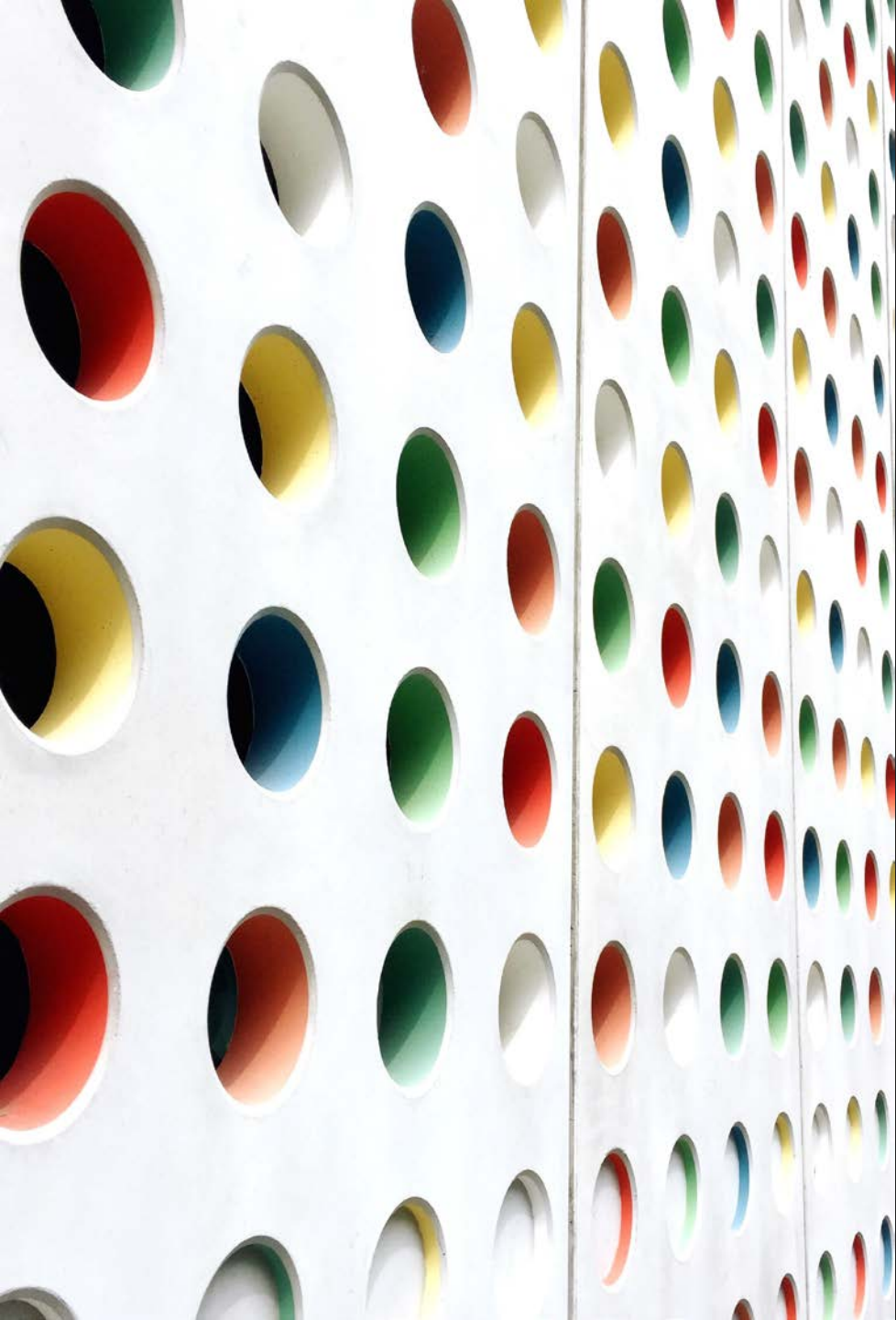
# Collection development models

Specialized or collaborative?

- Dedicated/specialized CD staff

Vs

- System wide CD teams collaborating to select items and curate collections. Every regular staff member serves on at least one CD team.



Intentional collaboration to promote:

- diversity of perspectives, representation and tastes
- minimize bias
- staff knowledge

# CD Teams

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Fiction	Journal Carts (Created by Vendor and Staff) Library and Next Reads
Nonfiction	Journal Carts (Created by Vendor and Staff) Reference, Southwest
Youth Services	Board Books, Picture Books Readers Juvenile & Teen Fiction, Nonfiction and Graphic Novels
Other Collections	Professional, Periodicals, Art, Book Group Kits World Language, ELL Southwest, GN, Large Print, & Audiovisuals

# Collection development guidelines

- Guidelines are submitted to the NM State Library every five years
- Current cycle: 2021-2026
- Document not static

# Collection development guidelines do what?

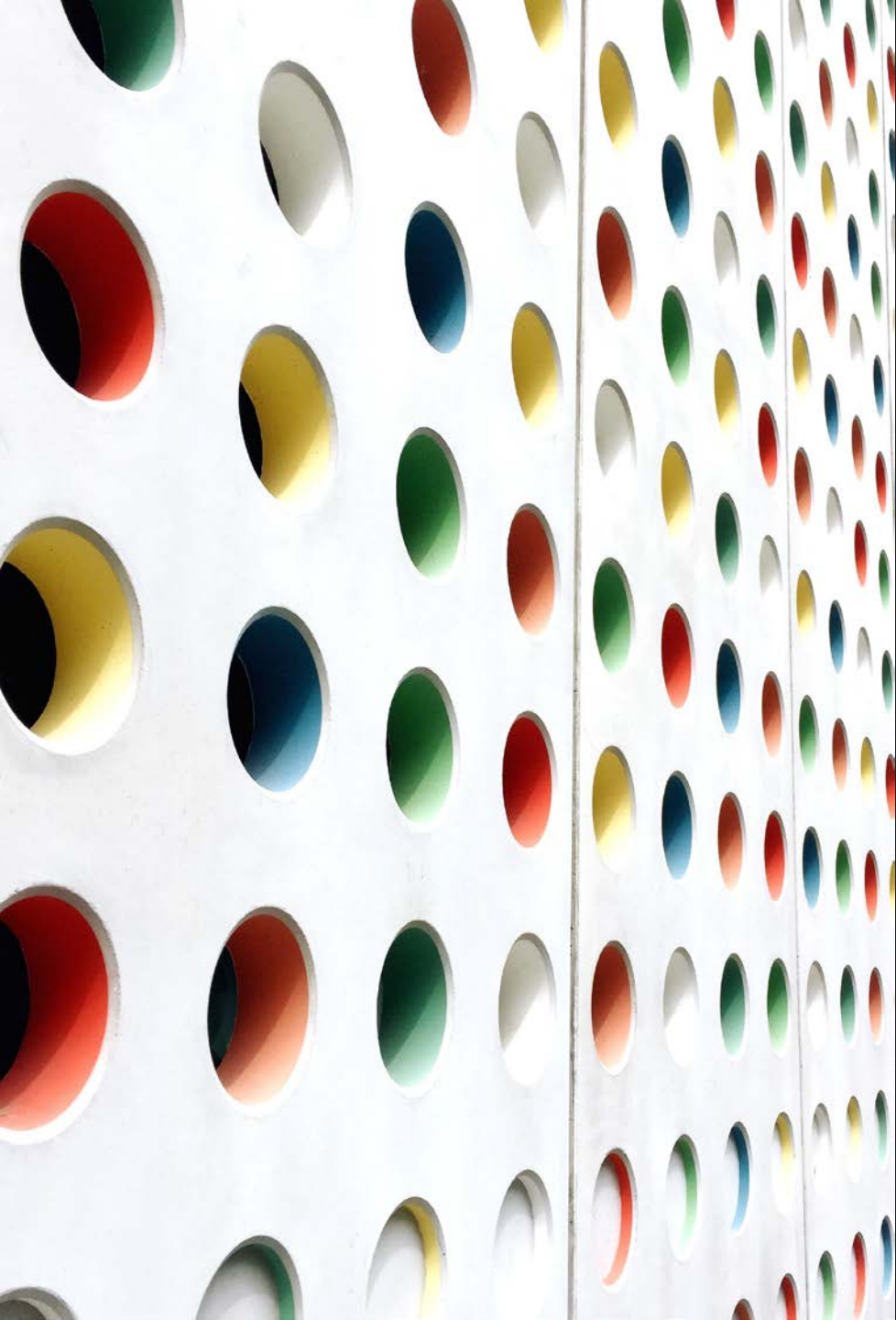
Based on library policies:

- specify scope and selection criteria
- set forth processes for donations, accessibility, local authors, patron requests, replacements, collection maintenance, and complaint procedure
- Provide overview of collections

# General selection criteria

- community needs, interests, and demand
- reputation, qualifications, and authority of the creators, publisher, or producer
- literary, artistic, or technical merit
- relationship to existing material in the collection
- accessibility from other lending sources
- format appropriate to library use and
- recommendations of reviewers
- price (within limits of budgets for materials)
- suitability of subject, style, and reading level for the intended audience
- appropriateness and effectiveness of format to content
- accuracy of content
- date of publication
- special effort to obtain material representing all sides of lived experience including a balanced examination of controversial issues and current topics
- inclusion of resources from self-published, independent, small, and local producers
- multiple formats to accommodate access for users with different needs
- content created by and representative of marginalized and underrepresented groups
- content in the major languages used in the community that the library serves, when possible





## Complaint process and censorship

The Library adheres to the principles of the Library Bill of Rights

CD guidelines specify the process of complaint including a "Request for Reconsideration" form



# Our Vendors

We routinely evaluate our vendors based on reliability, availability, quality of their products, services, shipping charges, and cost. We assign a primary vendor for each group of collections to assist in streamlining our selection and cataloging process.

# Our Current Major Vendors

Adult Collections: Baker & Taylor

Youth Collections: Ingram

AudioVisuals: Midwest Tapes

# Other Vendors

Sometimes our major preferred vendors will not offer an item we want to add to our collection. When this happens, we have several other vendors we use to acquire items for our collection.

Additionally, we utilize specialized vendors for our world languages, art, and some audiovisual collections.

Alternate vendors include (but are not limited to) : WorkSpace Art, Salem Press, Grey House Publishing, National Braille Press



# The Selection Process

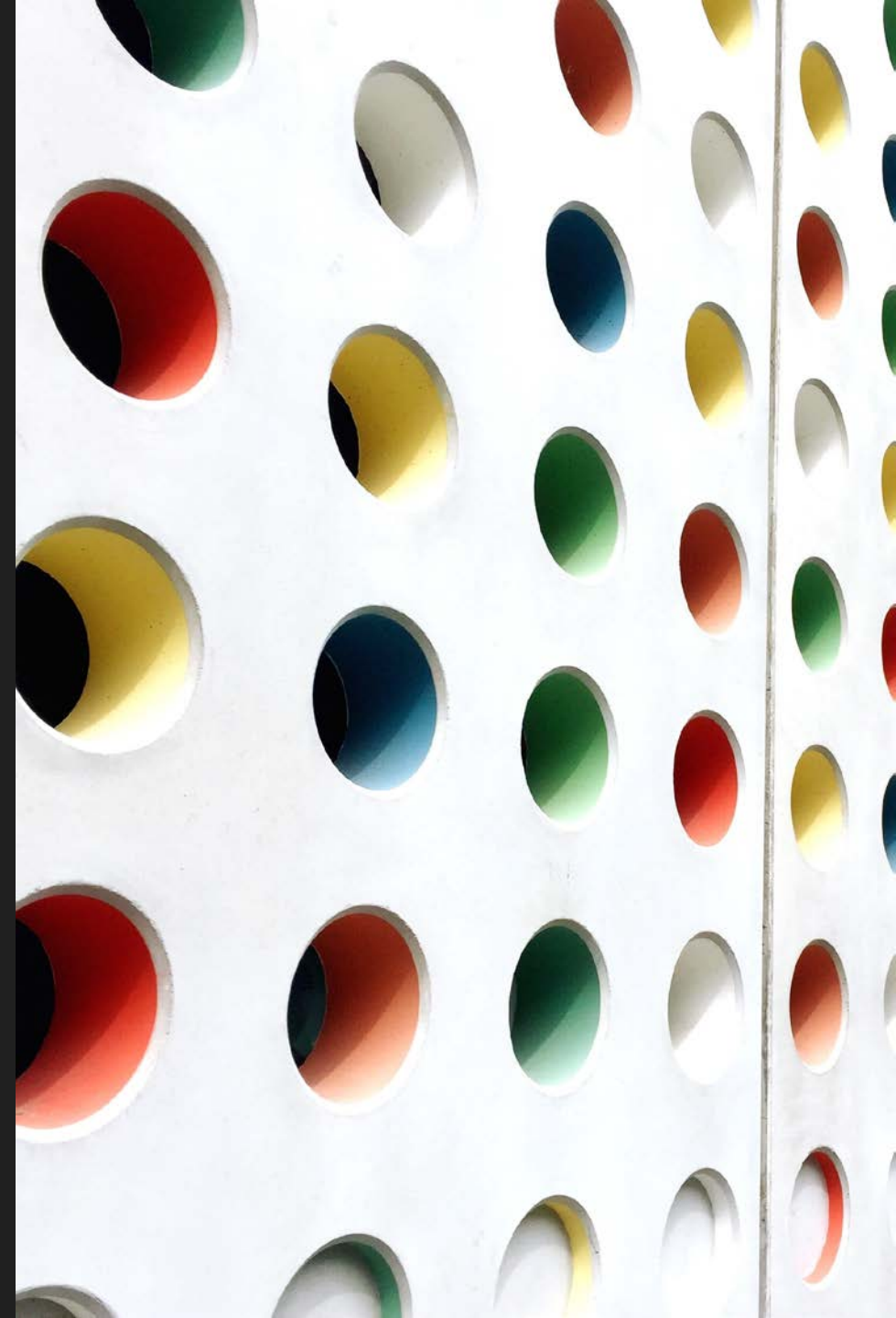
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- Each CD Team creates cart(s) for each month.
- Team members work to evaluate each item in the cart to determine the works value added to our collection(s).
- Then the CD team leader will evaluate the team evaluation of the items and submit their finalized carts to acquisitions for purchasing.
- Once carts are submitted to acquisitions they are review and purchased.

# Ordering, Processing, and Cataloging

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- When ordering, each item is assigned a collection fund and location code.
- When items arrive, they are inspected and barcoded.
- Once items are received, they are sent to the catalogers to be correctly entered in our integrated library system (card catalog).
- Finally, spine labels, stickers, and theft detection and other final processing are completed to prepare the item to circulate.



# Electronic Resources

**Databases:** Udemy, Creativebug, Consumer Reports, NYT, and many more

- Requires yearly purchases with contract negotiations. Our budget for databases is approximately \$30,000.

**Hoopla:** eBooks, eAudiobooks, Movies, TV, and Music

- A subscription service we budget around \$4,500 monthly.

**Overdrive:** eBooks, eAudiobooks, and Magazines

- This is a curated collection of digital materials we own limited lending rights. We spend approximately \$8,900 monthly on eBooks and eAudiobooks.
- The magazine access is \$5,000 yearly for thousands of titles.



# Purchasing Digital Content

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Publishers treat eBooks and eAudiobooks very differently for libraries.

Libraries are usually not allowed to purchase their digital book collections outright, like an individual consumer.

Libraries are required to purchase the lending rights for their digital content.

The terms of the lending rights are controlled by the publisher of the digital content.





# Library Lending Models for eBook & eAudiobooks

- **One Copy One User:**  
lending rights do not expire, allows one use at a time
- **Metered Access:**  
lending rights controlled by time or number of checkouts.  
[24 months or 24 check outs]
- **Cost per Circ:**  
library must pay a set charge each time a digital book is checked out.

## **Simultaneous Use:**

**Allows for unlimited users for a set amount of time or checkouts.**



# Library Costs

On average libraries are charged **2 ½ times more** than individual consumers for any eBook or eAudiobook they purchase the lending rights to allow their patrons to have access to check out.

# Hoopla Vs. Libby

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## HOOPLA

We do not own or control the any content on Hoopla.

We pay per checkout for patrons to have access to Hoopla's content.

Offering eBooks, eAudiobooks, music, television shows, comics (graphic novels), movies

## LIBBY

We purchase the lending rights to all content on Libby.

We can have total control on the content within our digital collection on Libby.

Offering eBooks, eAudiobooks, and magazines

# Collections Budgets

Print: \$170,550

All Digital: \$191,248

Total Collection Budget:

\$370,798

