



AGENDA
WATAUGA LIBRARY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, JULY 14, 2026
6:00 PM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PRESENTATIONS

PUBLIC COMMENT This is an opportunity for citizens to address the Council on items not posted on the current meeting agenda. Only those who have submitted a proper "Request to Speak Form" Shall be permitted to speak. Citizens should provide their name and address for the record and will have no more than 3 minutes to speak. If representing an organization or group, the speaker should identify who they represent. Those wishing to speak are reminded 1). All comments are to be directed to the Council. 2) Be respectful of others. 3) No profanity permitted. 4) Violators will be removed from the premises. No discussion by the Council or Staff is allowed except to correct factual inaccuracies or request that the item be placed on a future agenda.

PUBLIC TESTIMONY FOR ACTION ITEMS This is an opportunity for citizens to address the Council on current agenda action items (excludes presentations and reports). Only those persons who have submitted a proper "Request to Speak Form" will be allowed to speak. Citizens will be required to state their name and address for the record. They have up to 3 minutes to speak, and their comments must be germane to the item. If speaking for an organization or group, the speaker should identify the group represented. Council members may ask questions or discuss the item with the citizens directly.

REPORTS FROM STAFF

1. The Library Director reports on recent events and is available for questions.
Lana Ewell, Director of Library Services

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items. Any council member wishing to pull an item may do so.

1. Consider the approval of the May 12, 2026 Library Meeting Minutes.
Linda Proskey, City Secretary

ACTION ITEMS

1. Discuss and take action on recommended updates to the Watauga Public Library "Material Selection Policy."
Lana Ewell, Director of Library Services

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825 OR FAX (817) 514-3625 FOR FURTHER INFORMATION.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on July 7, 2026 before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary





AGENDA MEMORANDUM

DATE: June 24, 2026

TO: Library Board Members

FROM: Lana Ewell, Director of Library Services

SUBJECT: The Library Director reports on recent events and is available for questions.

BACKGROUND/INFORMATION:

Review of recent activity in the Library program.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Dialogue with Board members.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 2026 April Watauga Library Advisory Board Monthly Report
2. 2026 May Watauga Library Advisory Board Monthly Report - Copy

REVIEWED BY:

Lana Ewell, Director of Library Services

Sandra Gibson, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

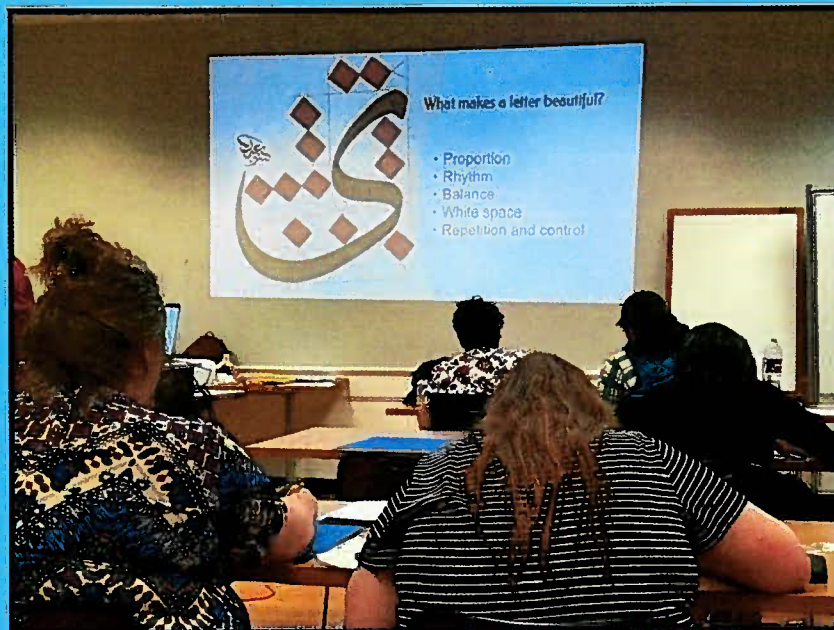
Approved - 6/24/2026

Approved - 6/30/2026

Final Approval - 6/30/2026

Watauga Public Library C.A.R.E.S.

April 2026



Calligraphy Class



Easy Readers Book Club at the Library

Civic / Community Engagement / Cultivating Community/ Digital Inclusion / Economic Development / Job Skills

- ♦ Curbside Service continues.
- ♦ The Circulation Staff receives and processes print jobs sent from patrons' home or library computers.

Adult Services Librarian Dana Harper & staff have created the following online classes & events to reach out to our public:

Adult Events Attendance:

- ♦ Any-Book Book Club 7
- ♦ Art Class with Mr. Novy 25
- ♦ Art Club with Charlie Trotter 10
- ♦ Book Club for Morbidly Curious 11
- ♦ Chocolate Tasting Class 65
- ♦ Dungeons & Dragons 4
- ♦ Guide to (Bad) Behavior 12
- ♦ Knitting /Crochet(4) 50
- ♦ Mahjongg Class (5) 34
- ♦ Meditation (4) 27
- ♦ Mindful Art Class (1) 12
- ♦ Moroccan Calligraphy 24
- ♦ Paint Your Partner 8
- ♦ Well-Read Book Club 12

Mindful Drawing



Paint Your Partner



Mahjongg Class

Early Childhood Literacy / Family Development & Enrichment

Youth Programs (in person):

- ♦ Mother Goose: (2) 15
- ♦ Music & Movement: (5) 118
- ♦ Sensory Play time: (1) 11
- ♦ Storytime: (216) 718

Youth Programs (in person):

- ♦ Teen Fiber Arts Club: (4) 0
- ♦ Teen Social Club (1) 3

Special Programs (in person):

- ♦ Easy Readers Book Club: (1) 5
- ♦ Family Recycled Crafts: (1) 48
- ♦ First—Third Grade Gardening (1): 7
- ♦ Fourth—Sixth Grade Gardening (1): 18
- ♦ Homeschool Art Club: (1) 14
- ♦ Kathak Rhythms: (1) 42
- ♦ Kindergarten Readiness (4): 72
- ♦ Lego Challenge Club: (1) 8
- ♦ Ms. Frida Therapy Dog: (1) 13
- ♦ Pokémon Club: (4) 64
- ♦ Scavenger Hunt: (1) 76
- ♦ Toddler Garden:(1) 149
- ♦ Tween Mardi Gras Party:(1) 23
- ♦ Young Readers Book Club:(1) 11



Smokey the Bear Storytime



Toddler Gardening



Lego Challenge



Kathak Rhythms

WATAUGA PUBLIC LIBRARY-REPORT SUMMARY
Monthly Report - April, 2026

DEPARTMENT TOTALS	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Circulation Total	16,155	15,563	109,194	110,060
Total in Collection	N/A	N/A	118,117	117,585
Programs	83	82	516	495
Program Attendance	1,845	2,093	15,947	14,963
Cards Issued	98	152	807	872
Library Visits	7,385	7,224	53,329	48,113
Notary Service	N/A	N/A	N/A	N/A
Reference & Directional Transactions	1,232	1,116	8,562	7,975
Hours of space usage-Classes/Events	184	N/A	633	N/A
Study Room Usage (hours)	465	716	3,364	4,232
Volunteer Hours	144	180	963	2406
Webpage Views	1,951	2,066	13,725	14,065
CIRCULATION SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Adult Books	1,003	1,097	7,198	8,099
Youth Books	4,221	3,793	27,894	27,704
Adult Books on CD	60	88	395	541
Youth Books on CD	50	40	305	356
Adult DVDs	510	514	3,847	4,424
Youth DVDs	339	233	2,301	2,349
Adult Kits	7	1	24	4
Youth Kits	62	27	388	212
Music CDs	23	33	207	243
Periodicals	44	16	244	188
Playaways - Youth	N/A	N/A	N/A	N/A
Video Games	78	71	662	528
Digital Circulation	1,559	1,308	10,354	8,634
Checked out to MetroShare Libraries	1,845	1,722	12,529	13,015
Renewals	6,354	6,620	42,846	43,763
TOTAL CIRCULATION	16,155	15,563	109,194	110,060
Holds/Requested Items Processed	2,549	2,372	17,553	16,865
Interlibrary Loan Requests (TexShare)	103	116	786	702
Curbside checkout transactions	1	2	11	8
Curbside-Misc. services	188	217	1,095	1,274
Self-Check Out-Items Checked Out	4,396	3,938	29,810	28,659
Revenue Collected	\$ 1,092.33	\$ 2,007.88	\$ 8,709.15	\$ 9,591.96
ADULT SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Number of Programs	29	39	205	209
Program Attendance	256	567	3,159	2,766
Volunteer Hours	7	49	207	292
Internet Users	741	784	5,642	4,334
YOUTH SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Number of Programs	54	43	311	286
Program Attendance	1,589	1,526	12,788	12,197
School Visits	0	0	2	2
Volunteer Hours	137	131	756	2,114
Youth Computer Users	455	458	3,350	2,967
TECHNICAL SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Material Items Received	495	205	2,954	3,106
Materials Added	491	699	3,693	3,948
Materials Withdrawn	998	252	2,724	4,249

Watauga Public Library C.A.R.E.S.

May 2026



Adult Outreach at Rec Center



Baby Toddler Item Swap at the Library

Civic / Community Engagement / Cultivating Community/ Digital Inclusion / Economic Development / Job Skills

- ♦ Curbside Service continues.
- ♦ The Circulation Staff receives and processes print jobs sent from patrons' home or library computers.

Adult Services Librarian Dana Harper & staff have created the following online classes & events to reach out to our public:

Adult Events Attendance:

- ♦ Any-Book Book Club 6
- ♦ Art Class with Mr. Novy 18
- ♦ Art Club with Charlie Trotter 9
- ♦ Book Art (Jennifer) 21
- ♦ Book Club for Morbidly Curious 19
- ♦ Estate Planning Workshop 6
- ♦ Friends of the Library meeting 10
- ♦ Knitting /Crochet(3) 44
- ♦ Mahjongg Class (4) 34
- ♦ May the 4th Collage 8
- ♦ Monoprinting (Jennifer) 16
- ♦ Movie Theater Snack Tasting 39
- ♦ Stories/Activities for Adults (Outreach) 8
- ♦ Well-Read Book Club 12



Author Eisen on Holocaust



Learning to use iNaturalist



Movie Snack Tasting



Monoprinting Class

Early Childhood Literacy / Family Development & Enrichment

Youth Programs (in person):

- ♦ Mother Goose: on Vacation
- ♦ Music & Movement: on Vacation
- ♦ Sensory Play time: on Vacation
- ♦ Storytime: on Vacation

Youth Programs (in person):

- ♦ Teen Fiber Arts Club: on Vacation
- ♦ Teen Social Club: on Vacation

Special Programs (in person):

- ♦ Andy's Custard Summer Outreach: (1) 161
- ♦ Baby Toddler Item Swap: 837
- ♦ Family Book Night: (1) 17
- ♦ Gosagi Drums (1): 65
- ♦ Homeschool Swap: (1) 40
- ♦ Kathak Rhythms: (1) 42
- ♦ Kindergarten Readiness Graduation: 53
- ♦ Kindergarten Readiness (4): 72
- ♦ Lego Challenge Club: (1) 8
- ♦ Ms. Frida Therapy Dog: (0) 0
- ♦ Pokémon Club: (3) 67
- ♦ Scavenger Hunt: (1) 108
- ♦ Toddler Garden:(1) 149



Kindergarten Readiness Class



Kindergarten Readiness Graduation



Family Book Night with Mayor Miner

WATAUGA PUBLIC LIBRARY-REPORT SUMMARY
Monthly Report - May, 2026

DEPARTMENT TOTALS	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Circulation Total	16,040	16,350	125,234	126,410
Total in Collection	N/A	N/A	117,853	117,003
Programs	41	91	557	586
Program Attendance	1,697	1,264	17,644	16,227
Cards Issued	118	170	925	1,042
Library Visits	6,676	7,517	60,005	55,630
Notary Service	N/A	N/A	N/A	N/A
Reference & Directional Transactions	1,037	1,381	9,599	9,356
Hours of space usage-Classes/Events	80	N/A	713	N/A
Study Room Usage (hours)	443	705	3,807	4,937
Volunteer Hours	146	137	1109	2543
Webpage Views	2,365	2,486	16,090	16,551
CIRCULATION SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Adult Books	1,044	1,195	8,242	9,294
Youth Books	4,203	4,747	32,097	32,451
Adult Books on CD	79	86	474	627
Youth Books on CD	42	50	347	406
Adult DVDs	493	534	4,340	4,958
Youth DVDs	384	308	2,685	2,657
Adult Kits	3	1	27	5
Youth Kits	56	41	444	253
Music CDs	25	41	232	284
Periodicals	37	29	281	217
Playaways - Youth	N/A	N/A	N/A	N/A
Video Games	116	81	778	609
Digital Circulation	1,577	1,536	11,931	10,170
Checked out to MetroShare Libraries	1,803	1,897	14,332	14,912
Renewals	6,178	5,804	49,024	49,567
TOTAL CIRCULATION	16,040	16,350	125,234	126,410
Holds/Requested Items Processed	2,429	2,552	19,982	19,417
Interlibrary Loan Requests (TexShare)	100	102	886	804
Curbside checkout transactions	1	3	12	11
Curbside-Misc. services	140	181	1,235	1,455
Self-Check Out-Items Checked Out	4,334	4,808	34,144	33,467
Revenue Collected	\$ 1,017.85	\$ 1,417.88	\$ 9,727.00	\$ 11,009.84
ADULT SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Number of Programs	28	34	233	243
Program Attendance	262	371	3,421	3,137
Volunteer Hours	28	33	235	325
Internet Users	752	794	6,394	5,128
YOUTH SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Number of Programs	13	57	324	343
Program Attendance	1,435	893	14,223	13,090
School Visits	0	0	2	2
Volunteer Hours	118	104	874	2,218
Youth Computer Users	388	635	3,738	3,602
TECHNICAL SERVICES	Current Month	This Month Last Year	Year to Date 2025-26	Year to Date 2024-25
Material Items Received	395	370	3,349	3,476
Materials Added	560	533	4,253	4,481
Materials Withdrawn	824	1,115	3,548	5,364



AGENDA MEMORANDUM

DATE: June 23, 2026
TO: Library Board Members
FROM: Linda Proskey, City Secretary
SUBJECT: Consider the approval of the May 12, 2026 Library Meeting Minutes.

BACKGROUND/INFORMATION:

May 12, 2026 Library Board meeting minutes

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Board I review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. May 12, 2026 Library Board meeting minutes -DRAFT

REVIEWED BY:

Sandra Gibson, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 6/30/2026

Final Approval - 6/30/2026



**MINUTES
WATAUGA LIBRARY BOARD
REGULAR MEETING
TUESDAY, MAY 12, 2026
WATAUGA CITY HALL**

CALL TO ORDER

Chairperson Neal called the meeting to order at 6:00 pm.

ROLL CALL

The meeting convened with the following members present:

Lindsey Neal
Kristen Chapman
Jessica Salyers
Samantha Ostendorp
Sian Brannon
Vacant
Charlie Trotter

Chairperson/Place 1
Vice-Chairperson/Place 6
Secretary/Place 7
Place 2 (arrived at 6:03)
Place 3
Place 4
Place 5 (Absent w/o notice)

Council and staff

Arthur Miner
Jan Hill
Lisa Benavidez
Lana Ewell
Barbara Goss

Mayor
City Council Liaison
Assistant to the City Secretary
Director of Library Services
Senior Youth Services Librarian

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENT

No requests for public comment were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

No requests for public testimony were received.

REPORTS

Library Director's Report

Director Ewell reported that program participation and attendance have increased compared to last year. Library visits have also increased. Activity is expected to continue increasing throughout the summer, as summer programs are very popular. Digital circulation is up compared to last year, and audiobook usage is slightly higher than e-book usage.

Popular programs that were well attended during the last reporting period included Big Vehicle Day, Brett Roberts' Magic Show, Unique Foods: Airline Tasting, Mah Jongg, Snake Encounters, and adult art classes.

Director Ewell also discussed the assistance pamphlets available in English and Spanish, which help connect patrons with community resources. The material selection review is expected to be available by the July meeting. As materials are being reviewed, there will be a focus on how to address AI.

Secretary Salyers asked for clarification on when changes to Hoopla would take effect. Director Ewell stated that the changes have not yet taken effect and will be implemented in the future. She added that circulation is up and that Hoopla access is limited to Watauga residents.

Member Trotter asked for clarification regarding Director Ewell's comments about addressing AI. Director Ewell clarified that she was referring to the inclusion of AI-generated works in the library's collection. She further explained that the library purchases a digital content package and does not have control over all content included in that package, which may allow AI-generated content to be available. Policies addressing AI are forthcoming.

Senior Youth Services Librarian Barbara Goss presented information on the Kindergarten Preparedness program offered to Pre-K students. She stated that, while she does focus on traditional skills such as the ABCs and 123s, her primary emphasis is on the life skills children will need as they enter kindergarten. These skills include opening food items, putting on shoes and coats, lining up, participating in circle time, sitting "criss-cross applesauce," and following routines.

Parents must pre-register their children for the program, and enrollment is limited to 10 children at a time. Ms. Goss explained that the program supports the Watauga Public Library's Family Place certification.

Vice President Chapman asked how often the program would be offered. Ms. Goss stated that it is currently planned to run only in the spring, with Family Place and literacy programming offered in the fall. Surveys will be distributed to gauge community interest. Vice President Chapman also asked whether the program would be capped, and Ms. Goss confirmed that enrollment would be limited to 10 children per class.

Secretary Salyers asked whether there would be consideration for providing assistance or resources related to 504 plans and IEPs for parents of neurodivergent children entering school for the first time. Ms. Goss stated that she would take the suggestion into consideration for future programming.

Director Ewell reminded the Board of the Memorial Concert for Kip Woodruff, held on June 18, featuring a performance by Harp Essence.

UNFINISHED BUSINESS

No unfinished business was discussed.

CONSENT AGENDA

1. Consider action on March 10, 2026, Library Board Meeting Minutes

Member Bannon made a motion to approve the minutes as presented. Vice President Chapman seconded the motion.

Motion passed 7-0-0

Ayes: Neal, Chapman, Salyers, Ostendorp, Brannon, Kim, Trotter

Nays: None

Abstain: None

Absent: None

ACTION ITEMS

There were no action items.

ITEMS FOR FUTURE AGENDAS

There were no items for future agendas

ADJOURNMENT

Chairperson Neal adjourned the meeting at 6:28 pm.

Approved: this _____ day of _____, 2026

Signed: this _____ day of _____, 2026

APPROVED:

Lindsey Neal, Chairperson

ATTEST:

Jessica Salyers, Secretary



Material Selection Policy

Policy Statement

The purpose of this policy is to provide guidelines for the consistent and orderly selection of materials and to inform the public of the principles used in making selection decisions. The material resources of Watauga Public Library will be collected, preserved, organized and disseminated according to the following principles, policies and criteria:

I. Principles

1. The Watauga Public Library is committed to serving a diverse population without imposing personal preferences of staff in the selection process. Final responsibility and authority for selection rests with the Library Director who will operate within the framework of this policy ensuring that the collection maintains diversity and offers various opinions and viewpoints. Any library staff member who is involved in the selection process will operate under the delegated authority of the Library Director.
2. The Library will attempt to provide books and other materials on the basis of their informational, recreational, cultural and educational value for all members of the community it serves. No item is ever included or excluded merely because of the race, nationality, sexual orientation, gender or political or religious views of the author.
3. The Library holds that the selection of reading materials is a purely individual matter. Citizens are free to reject for themselves materials of which they do not approve, but no one can restrict the freedom of use and access for others.
4. Responsibility for children's reading rests with their parents and/or legal guardians. The Library and its associated authorities do not serve *in loco parentis*.
5. Selection of library books and other library materials will not be inhibited by the possibility that material may inadvertently come into a child's possession.

6. The presence of a book or other material in the Library does not indicate an endorsement of its contents by the Library.
7. The Library cannot take responsibility for ensuring that the intellectual content of materials is verifiable, right, true, or guaranteed to be harmless to members of the community.
8. No person will be denied the right of access to and use of material because of origin, race, age, gender, sexual orientation or religious/political views.
9. The principles of the freedom to read are reaffirmed in the selection and access to all library materials.
10. The Library will support and uphold the principles contained in the American Library Association's Library Bill of Rights, Freedom to Read, and Statement of Professional Ethics and the Texas Library Association's Intellectual Freedom Statement. These documents are a part of this selection policy and are included at the end of this policy.

II. Selection of Materials

1. It is the aim of Watauga Public Library to provide all citizens with a well-balanced collection of materials for interest and information. Materials acquired will meet high standards of quality in content, expression and format. Review sources for materials include but are not limited to:

Library Journal
BookList
Kirkus Reviews
School Library Journal
BookLinks

2. Selection includes both the decision to add materials to the collection and the decision to retain materials already included in the collection.
3. Selection is based on the merits of a work in relation to the needs and interests of the citizens of Watauga. Every effort will

be made within the limitations of budgetary constraints and material availability to provide materials representing all points of view.

4. The Library will avoid unnecessary duplication of materials already included in the existing collection of materials or which are available elsewhere in the community.
5. The Library does not purchase textbooks.
6. Materials may be recommended for purchase by Watauga card holders and must meet the same criteria as any other material as stated in this policy.
7. All acquisitions, whether purchased or donated, will be considered in terms of the following criteria:
 - Contemporary significance or permanent value
 - Accuracy
 - Author's reputation and significance as a writer
 - Relation of work to existing collection
 - Scarcity of information in the subject area
 - Availability of material elsewhere in the area
 - Local interest
 - Reputation of publisher or producer
 - Appearance of title in reputable bibliographies and indexes
 - Potential of item to provide incentive to read
 - Historical value
 - Readability or visual appeal
 - Style
 - Intent or purpose of the author or artist
 - Quality
 - Popular demand

III. Policy by Format

1. Audio-Visual Materials – Audio-Visual materials including Books on CD, Music CDs, and DVDs will be selected using the same criteria as for books. The decision to provide a specific format, or eliminate one, is based upon technological trends and needs of the Library community.
2. Periodicals - Periodicals will be selected that supplement the book collection, provide recreational reading, and provide the staff with sources of professional reading and book selection aids. The same criteria used to select books will be used to select periodicals with emphasis on community need, interest and current events.
3. Newspapers - Newspapers will be selected that provide a source of current news coverage, provide a source of recreational reading, meet community need, and provide a source of information on local history.
4. Electronic Resources - Electronic sources include, but are not limited to CD-ROM, downloadable media and online databases. Electronic sources will be selected using the same criteria as for books. In addition, electronic sources will be judged on:
 - Suitability of the content and search capabilities for the library's users
 - Frequency of updating
 - Time span covered by an index
 - Compatibility with equipment already owned by the library
 - System requirements
 - Reliability and support services offered by the vendor
 - Existence of licensing restrictions
 - Purchase and on-going maintenance costs
 - Level of instruction required for efficient and effective use by library's users
5. Equipment - Equipment is purchased by the Library for special

use, for Library programming and for Library staff use. The following criteria will be used to purchase equipment:

- Quality of workmanship
- Ease of operation
- Durability
- Ease of maintenance and repair
- Manufacturer's reputation
- Portability
- Approval of City IT department

IV. Gift and Memorial Policy

The selection of gifts shall be governed by the same principles and criteria used to select materials purchased for the Library. Gifts will be accepted on behalf of the Friends of Watauga Library that are determined to meet the purposes and needs of the Library in accordance with the Library's stated selection policy. The Library will not estimate the value of the material donated.

The use or disposition of all gift materials shall be at the discretion of the Library Director and his/her delegates. They will make the final decision on the acceptance, use or disposition of the gift.

The Library retains unconditional ownership of the gift. Conditions cannot be imposed on any gift after it has been accepted by the Library. The Library reserves the right to decide how the material will be displayed, housed and made accessible.

The Library will not accept on loan or deposit any books or other materials which are not gifts, except those which are intended for limited display.

The Friends of Watauga Public Library accept donations of money on behalf of the Library for the purchase of new books and other materials in memory of a relative or friend. Name plates will be provided by the Library and an acknowledgment letter will be sent to the donor.

V. Patron Complaint Policy

No one has the right to compel the Library to include or exclude specific material from the Library's collection, but the Library and the City of Watauga may consider reasonable complaints of Library users. It is the policy of the Watauga Public Library to treat all complaints concerning materials fairly, objectively and in a uniform manner. A Library user may request reconsideration of library material already added to the collection by completing the proper form provided by the Library. No complaint that specific material should be added to the Library's collection will be considered. No complaint may be considered if the objective pertains to a specific item contained within a collection available to the Library by paid subscription and digital content in library collections available through electronic means such as Cloud Resources.

The Library Director and two staff members will independently review and evaluate the material and a decision should be made within thirty days. The complainant will be informed of that decision, along with the reasons for it, within 30 days.

If the complainant is dissatisfied with Library Staff's decision, an appeals process will include first the Library Board and then, if necessary, the Watauga City Council. The opportunity to pursue an appeal is the responsibility of the complainant who must request each appeal in writing within less than twenty days of the decision. The Board's and the City Council's decision will be based on the material's educational, literary, artistic, political, or scientific value and contemporary community standards. Nevertheless, in all cases the Council's decision will be final and binding. The Library and the City have sole discretion and reserve final authority over the content of the Library's materials and collections.

VI. Weeding Policy

Materials which no longer meet the stated objectives of the Library will be withdrawn using accepted professional practices at the discretion of the Library Director and in accordance with all relevant provisions of the Library's governing body. During any weeding process staff will ensure that the collection still maintains diversity

and represents various viewpoints on issues of general and common concern.

Materials which will be considered for removal from the collection include:

- Items that are physically worn out or damaged
- Materials that contain obsolete information
- Editions which have been superseded
- Duplicate copies of titles which are no longer popular
- Materials that are no longer of interest to the community as evidenced by lack of checkout within a specified time period

Materials withdrawn from the Library's collection shall be forwarded to the Friends of the Watauga Library for disposition through book sales. Materials too badly damaged to be sold may be discarded by the Library Director and assigned staff.

The Friends of the Watauga Library maintain an ongoing "Book Nook" sale room to raise funds for the Library. In addition to the materials withdrawn from the Library collection, these book sales include gift materials accepted on behalf of the Friends that are not added to the Library's collection (See Section IV). Items that have been donated/discarded may be given to area organizations with permission of the director.

Approved by the Library Board: 12-2-93
Revised by the Library Board: 9-19-96
Revised by the Library Board: 03-11-04
Approved by City Council: 03-22-04
Revision approved by the Library Board: 05-19-11
Approved by City Council: 06-27-11
Revised by the Library Board: 05-10-18
Approved by the City Council: 06-25-18
Revised by the Library Board: 05-09-23
Approved by the City Council: 06-12-23

RE: Proposed update for Watauga Public Library Material Selection Policy

From David Berman <dberman@njdhs.com>

Date Mon 6/22/2026 9:57 AM

To Lana Ewell <LEwell@wataugatx.org>

Cc Sandra Gibson <sgibson@wataugatx.org>; City Secretary's Office <CSO@wataugatx.org>; Betty King <BKing@wataugatx.org>; Dana Harper <Dharper@wataugatx.org>; Trina Nosenzo <Tnosenzo@wataugatx.org>; Kellie McKee <kmckee@nicholsjackson.com>

 1 attachment (142 KB)

Watauga Library Draft of Proposed Material Selection Policy for 2026 KM Edits 6.19.26.docx;

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lana, attached please find my office's draft (with tracked revisions) of the proposed materials selection policy. Let us know if there are questions or comments.

David M. Berman

NICHOLS | JACKSON

Direct: 214-665-3369

Cell: 214-636-8186

Email: dberman@njdhs.com

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From: Lana Ewell <LEwell@wataugatx.org>

Sent: Monday, June 1, 2026 5:38 PM

To: David Berman <dberman@njdhs.com>

Cc: Sandra Gibson <sgibson@wataugatx.org>; City Secretary's Office <CSO@wataugatx.org>; Betty King <BKing@wataugatx.org>; Dana Harper <Dharper@wataugatx.org>; Trina Nosenzo <Tnosenzo@wataugatx.org>

Subject: Proposed update for Watauga Public Library Material Selection Policy

Importance: High

Hi Mr. Berman,

The Staff and I have been reviewing the "Material Selection Policy." Some suggestions have been made to update the document. Also, we wish to address our position on AI generated material and possible donations from local & self-

published authors. The current and proposed documents are attached. Please review them and let me know if you have any problems with the latest version.

I hope to have this on the agenda for the Library Board meeting (Tuesday, July 14, 2026) if possible.

Thank you for your assistance.



Lana Ewell, MLS, MOT
Library Director

Watauga Public Library
7109 Whitley Road
Watauga, TX 76148

☎ 817-514-5860

www.cowtx.org/898/Library





Material Selection Policy

Policy Statement

The purpose of this policy is to provide guidelines for the consistent and orderly selection of materials and to inform the public of the principles used in making selection decisions. The material resources of Watauga Public Library will be collected, preserved, organized and disseminated according to the following principles, policies and criteria:

I. Principles

1. The Watauga Public Library is committed to serving a diverse population without imposing personal preferences of staff in the selection process. Final responsibility and authority for selection rests with the Library Director who will operate within the framework of this policy ensuring that the collection maintains diversity and offers various opinions and viewpoints. Any library staff member who is involved in the selection process will operate under the delegated authority of the Library Director.
2. The Library will attempt to provide books and other materials on the basis of their informational, recreational, cultural and educational value for all members of the community it serves. No item is ever included or excluded merely because of the race, nationality, sexual orientation, gender or political or religious views of the author.
3. The Library holds that the selection of reading materials is a purely individual matter. Citizens are free to reject for themselves materials of which they do not approve, but no one can restrict the freedom of use and access for others.
4. ~~Responsibility for the reading, listening, and viewing of Library materials by minors' rests with their parents or legal guardians, not with Library staff. Responsibility for children's reading rests with their parents and/or legal guardians.~~ The Library and its associated authorities do not serve in loco parentis.

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5. Selection of library books and other library materials will not be inhibited by the possibility that material may inadvertently come into a child's possession.

6. The presence of a book or other material in the Library does not indicate an endorsement of its contents by the Library.

7. The Library cannot take responsibility for ensuring that the intellectual content of materials is verifiable, right, true, or guaranteed to be harmless to members of the community.

8. No person will be denied the right of access to and use of material because of origin, race, age, gender, sexual orientation or religious/political views.

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9. The Library respects the intellectual property of human authors and creators. -Librarians will make reasonable efforts not to purchase or add artificial-intelligence-generated content to the library collection, including AI-generated audio editions of human-created works. -AI-generated content inadvertently added to the collection will be labeled as such in the catalog record but will not be weeded unless it meets one or more criteria for weeding. -AI-assisted content is permitted in the collection, subject to the same requirements and criteria as wholly human-authored works. AI-assisted content is work that is written by a human but for which the author uses AI tools to edit, refine, or error-check the work.

~~9. The principles of the freedom to read are reaffirmed in the selection and access to all library materials.~~

10. The Library will support and uphold the principles contained in the American Library Association's Library Bill of Rights, Freedom to Read, and Statement of Professional Ethics and the Texas Library Association's Intellectual Freedom Statement. These documents are a part of this selection policy and are included at the end of this policy.

II. Selection of Materials

1. It is the aim of Watauga Public Library to provide all citizens with a well-balanced collection of materials ~~for~~ based on intrinsic merit, community interest and ~~information~~ subject matter treatment. Materials acquired will meet high standards of quality in content, expression and format. Review sources for materials include but are not limited to:

Library Journal
BookList
Kirkus Reviews
School Library Journal
BookLinks

2. Selection includes both the decision to add materials to the collection and the decision to retain materials already included in the collection.

3. Selection is based on the intrinsic merits of a work in relation to the needs and community interests of the citizens of Watauga. Every effort will be made within the limitations of budgetary constraints and material availability to provide materials representing ~~all~~ a wide array of viewpoints, attitudes and ideas, points of view.

3.

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4. The Library will avoid unnecessary duplication of materials already included in the existing collection of materials or which are available elsewhere in the community.

5. The Library does not purchase textbooks.

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6. Materials may be recommended for purchase by Watauga card holders and must meet the same criteria as any other material as stated in this policy.

7. The Library encourages input from the Watauga community concerning the collection. All suggestions for purchase are subject to the same selection criteria and may not be purchased. In addition, the library will not fill customer requests that require ongoing costs (memberships, subscriptions, etc.) and that are not accessible to more than one user over the life of an item.

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6.8. Patrons are limited to 3 active requests for material at any given time.

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7.9. All ~~acquisitions~~acquisitions, whether purchased or donated, will be considered in terms of the following criteria:

- Contemporary significance or permanent value
- ~~Accuracy~~
- Author's reputation and significance as a writer
- Relation of work to existing collection
- Scarcity of information in the subject area
- Availability of material elsewhere in the area
- Local interest
- Reputation of publisher or producer
- Appearance of title in reputable bibliographies and indexes
- Potential of item to provide incentive to read
- Historical value
- Readability or visual appeal
- Style
- Intent or purpose of the author or artist
- Quality
- Popular demand
- Cost

III. Policy by Format

1. Audio-Visual Materials – Audio-Visual materials including Books on CD, ~~E-Audiobooks~~, ~~E-Books~~, Music CDs, ~~Blu-Ray~~ and DVDs will be selected using the same criteria as for books. The decision to provide a specific format, or eliminate one, is based upon technological trends and needs of the Library community.

2. Periodicals – Periodicals (~~Print and E formats~~) will be selected that supplement the

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book collection, provide recreational reading, and provide the staff with sources of professional reading and book selection aids. The same criteria used to select books will be used to select periodicals with emphasis on community need, interest and current events.

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3. Newspapers - Newspapers will be selected that provide a source of current news coverage, provide a source of recreational reading, meet community need, and provide a source of information on local history.

4. Electronic Resources - Electronic sources include, but are not limited to ~~CD-ROM~~, downloadable media and online databases. Electronic sources will be selected using the same criteria as for books. In addition, electronic sources will be judged on:

- Suitability of the content and search capabilities for the library's users
- Frequency of updating
- Time span covered by an index
- Compatibility with equipment already owned by the library
- System requirements
- Reliability and support services offered by the vendor
- Existence of licensing restrictions
- Purchase and on-going maintenance costs
- Level of instruction required for efficient and effective use by library's users

5. Equipment - Equipment is purchased by the Library for special use, for Library programming and for Library staff use. The following criteria will be used to purchase equipment:

- Quality of workmanship
- Ease of operation
- Durability
- Ease of maintenance and repair
- Manufacturer's reputation
- Portability
- Approval of City IT department

IV. Gift and Memorial Policy

The selection of gifts shall be governed by the same principles and criteria used to select materials purchased for the Library. Gifts will be accepted on behalf of the Friends of Watauga Library that are determined to meet the purposes and needs of the Library in accordance with the Library's stated selection policy. The Library will not estimate the value of the material donated.

The use or disposition of all gift materials shall be at the discretion of the Library Director and his/her delegates. They will make the final decision on the acceptance, use, or disposition of the gift.

The Library retains unconditional ownership of the gift. Conditions cannot be imposed on any gift after it has been accepted by the Library. The Library reserves the right to decide how the material will be displayed, housed and made accessible.

The Library will not accept on loan or deposit any books or other materials which are not gifts, except those which are intended for limited display.

The Friends of Watauga Public Library accept ~~donations of money~~ **monetary donations** on behalf of the Library for the purchase of new books and other materials in memory of a relative or friend. Name plates will be provided by the Library and an acknowledgment letter will be sent to the donor.

V. Donations from Local & Self-Published Authors

When possible, the Library wishes to recognize the literary efforts of local authors (defined as any person living in our service area) by including their works in the collection. ~~Local authors can~~ **may** donate their works to the Library with the understanding that the items must meet the selection criteria and standards of the Material Selection Policy. ~~The Library will only accept one copy of each title.~~

Attempts are made to acquire titles by local authors who are published by mainstream publishers. Titles that are self-published are not added to the collection unless there is a compelling reason to do so. Authors who wish to have their self-published works

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considered for addition to the collection must donate the item, along with the form "*Consideration of Donated Works by Local and Self-Published Authors.*" All donated materials become the property of the Library and are examined by professional library staff to determine suitability for inclusion to the collection. The criteria used in the inclusion of materials are the same selection criteria used by the Library Director for non-donated materials, in addition to the guidance set forth by the American Library Association.

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~~These criteria include professional reviews, authority and reputation of author, publisher, or producer, and community demand.~~

Reader reviews on Amazon or other online sites are not considered as part of the review process.

The Library reserves the right to accept or reject items from local or self-published authors, as well as the right to discard without noticing any items previously accepted for the collection. Rejected or discarded items are handled in the same manner as purchased items and will become the property of the Friends of the Watauga Public Library. They will be included in the Friends "Book Nook" area to support library programs and services.

See Appendix for the "Consideration of Donated Works by Local & Self-Published Author" form.

VI. Patron ~~Complaint~~ Reconsideration Request Policy

The Library welcomes expression of opinion by patrons about the collection or individual titles but the Library and the City of Watauga will be governed by this Policy in making additions and deletions.

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~~No one has the right to compel the Library to include or exclude specific material from the Library's collection, but the Library and the City of Watauga may consider reasonable complaints of Library users. It is the policy of the Watauga Public Library to treat all~~ complaints reconsideration requests concerning materials fairly,

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objectively and in a uniform manner. ~~A Library user may request reconsideration of library material already added to the collection by completing the proper form provided by the Library.~~

Patrons who request the reconsideration of Library materials will be asked to put their request in writing by completing and signing the Watauga Library Request for Reconsideration Form, provided by the Library. All fields on this form must be completed and returned to library staff.

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No ~~complaint request~~ that specific material should be added to the Library's collection will be considered. No ~~complaint request~~ may be considered if the objective pertains to a specific item contained within a collection available to the Library by paid subscription and digital content in library collections available through electronic means such as ~~Cloud Resources~~ cloud resources.

~~In order to request reconsideration of library materials, patrons must have a library account in good standing. Patrons can only place two (2) requests at any given time. An individual material will only be reviewed once every 24 months.~~

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The Library Director and two staff members will independently review and evaluate the ~~request and the material in question. After review of the request, the Director, or designee, will communicate a decision and the reason for it, in writing, to the patron who initiated the request for reconsideration., and a decision should be made within thirty days. The complainant will be informed of that decision, along with the reasons for it, within 30 days.~~

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~~If the complainant~~In the event the patron who initiated the request, is dissatisfied with Library Staff's decision, ~~they may, within twenty days of the decision, present a written appeal to an appeals process will include first the Library Board. The Library Board will independently review and evaluate the request and the material in question. After review of the request, the Board, will communicate a decision and the reason for it, in writing, to the patron who initiated the request for reconsideration.~~

~~In the event the patron who initiated the request, is dissatisfied with Library Board's decision, they may, within twenty days of the decision, present a written appeal to the Watauga City Council. and then, if necessary, the Watauga City Council. The opportunity to pursue an appeal is the responsibility of the complainant who must request each appeal in writing within less than twenty days of the decision.~~

~~Requests are reviewed in the order they are received; each request and appeal may take up to 60 days to review but could be longer depending on the number of requests.~~

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~~The Library Board's and the City Council's decision will be based on the Library's selection criteria. material's educational, literary, artistic, political, or scientific value and contemporary community standards. Nevertheless, in all cases the City Council's decision will be final and binding. The Library and the City have sole discretion and reserve final authority over the content of the Library's materials and collections.~~

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VII. Weeding PolicyCollection Maintenance

~~The Library will evaluate its collection on a continuing basis in response to the changing nature and needs of the community. The criteria used in the selection of materials will be used in its withdrawal, in addition to the guidance set forth by the American Library Association.~~

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~~Materials which no longer meet the stated objectives of the Library will be withdrawn using accepted professional practices at the discretion of the Library Director and in accordance with all relevant provisions of the Library's governing body. During any weeding process staff will ensure that the collection still maintains diversity and represents various viewpoints on issues of general and common concern.~~

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Materials which will be considered for removal from the collection include:

- Items that are physically worn out or damaged
- Materials that contain obsolete information
- Editions which have been superseded
- Duplicate copies of titles which are no longer popular

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- Materials that are no longer of interest to the community as evidenced by lack of checkout within a specified time period

Replacement of a withdrawn item is not automatic; the decision to replace will be based on the selection policy. When appropriate, deteriorating items will be repaired.

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Materials withdrawn from the Library's collection shall be forwarded to the Friends of the Watauga Library for disposition through book sales or transfer of unneeded items in usable condition to Library support groups, local community organizations, or a library vendor specializing in discards and donations from libraries that provide revenue in return for surplus materials. Materials too badly damaged to be sold may be discarded by the Library Director and assigned staff.

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The Friends of the Watauga Library maintain an ongoing "Book Nook" sale room to raise funds for the Library. In addition to the materials withdrawn from the Library collection, these book sales include gift materials accepted on behalf of the Friends that are not added to the Library's collection (See Section IV). Items that have been donated/discarded may be given to area organizations with permission of the Director.

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Approved by the Library Board: 12-2-93
Revised by the Library Board: 9-19-96
Revised by the Library Board: 03-11-04
Approved by City Council: 03-22-04
Revision approved by the Library Board: 05-19-11
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Revised by the Library Board: 05-10-18
Approved by the City Council: 06-25-18
Revised by the Library Board: 05-09-23
Approved by the City Council: 06-12-23
Library Board 2026



Material Selection Policy

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9. The Library respects the intellectual property of human authors and creators. Librarians will make reasonable efforts not to purchase or add artificial-intelligence-generated content to the library collection, including AI-generated audio editions of human-created works. AI-generated content inadvertently added to the collection will be labeled as such in the catalog record but will not be weeded unless it meets one or more criteria for weeding. AI-assisted content is permitted in the collection, subject to the same requirements and criteria as wholly human-authored works. AI-assisted content is work that is written by a human but for which the author uses AI tools to edit, refine, or error-check the work.
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2. Selection includes both the decision to add materials to the collection and the decision to retain materials already included in the collection.
3. Selection is based on the **intrinsic** merits of a work in relation to the needs and **community** interests of the citizens of Watauga. Every effort will be made within the limitations of budgetary constraints and material availability to provide materials representing **a wide array of viewpoints, attitudes and ideas.**
4. The Library will avoid unnecessary duplication of materials already included in the existing collection of materials or which are available elsewhere in the community.
5. The Library does not purchase textbooks.
6. Materials may be recommended for purchase by Watauga card holders and must meet the same criteria as any other material as stated in this policy.
7. **The Library encourages input from the Watauga community concerning the collection. All suggestions for purchase are subject to the same selection criteria and may not be purchased. In addition, the library will not fill customer requests that require ongoing costs (memberships, subscriptions, etc.) and that are not accessible to more than one user over the life of an item.**
8. **Patrons are limited to 3 active requests for material at any given time.**
9. All **acquisitions**, whether purchased or donated, will be considered in terms of the following criteria:
 - Contemporary significance or permanent value

- Author's reputation and significance as a writer
- Relation of work to existing collection
- Scarcity of information in the subject area
- Availability of material elsewhere in the area
- Local interest
- Reputation of publisher or producer
- Appearance of title in reputable bibliographies and indexes
- Potential of item to provide incentive to read
- Historical value
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III. Policy by Format

1. Audio-Visual Materials – Audio-Visual materials including Books on CD, E-Audiobooks, E-Books, Music CDs, Blu-Ray and DVDs will be selected using the same criteria as for books. The decision to provide a specific format, or eliminate one, is based upon technological trends and needs of the Library community.
2. Periodicals – Periodicals (Print and E formats) will be selected that supplement the book collection, provide recreational reading, and provide the staff with sources of professional reading and book selection aids. The same criteria used to select books will be used to select periodicals with emphasis on community need, interest and current events.
3. Newspapers - Newspapers will be selected that provide a source of current news coverage, provide a source of recreational reading, meet community need, and provide a source of information on local history.
4. Electronic Resources - Electronic sources include, but are not

limited to downloadable media and online databases. Electronic sources will be selected using the same criteria as for books. In addition, electronic sources will be judged on:

- Suitability of the content and search capabilities for the library's users
- Frequency of updating
- Time span covered by an index
- Compatibility with equipment already owned by the library
- System requirements
- Reliability and support services offered by the vendor
- Existence of licensing restrictions
- Purchase and on-going maintenance costs
- Level of instruction required for efficient and effective use by library's users

5. Equipment - Equipment is purchased by the Library for special use, for Library programming and for Library staff use. The following criteria will be used to purchase equipment:

- Quality of workmanship
- Ease of operation
- Durability
- Ease of maintenance and repair
- Manufacturer's reputation
- Portability
- Approval of City IT department

IV. Gift and Memorial Policy

The selection of gifts shall be governed by the same principles and criteria used to select materials purchased for the Library. Gifts will be accepted on behalf of the Friends of Watauga Library that are determined to meet the purposes and needs of the Library in accordance with the Library's stated selection policy. The Library will not estimate the value of the material donated.

The use or disposition of all gift materials shall be at the discretion of the Library Director and his/her delegates. They will make the final decision on the acceptance, use, or disposition of the gift.

The Library retains unconditional ownership of the gift. Conditions cannot be imposed on any gift after it has been accepted by the Library. The Library reserves the right to decide how the material will be displayed, housed and made accessible.

The Library will not accept on loan or deposit any books or other materials which are not gifts, except those which are intended for limited display.

The Friends of Watauga Public Library accept **monetary donations** on behalf of the Library for the purchase of new books and other materials in memory of a relative or friend. Name plates will be provided by the Library and an acknowledgment letter will be sent to the donor.

V. Donations from Local & Self-Published Authors

When possible, the Library wishes to recognize the literary efforts of local authors (defined as any person living in our service area) by including their works in the collection. Local authors may donate their works to the Library with the understanding that the items must meet the selection criteria and standards of the Material Selection Policy. The Library will only accept one copy of each title.

Attempts are made to acquire titles by local authors who are published by mainstream publishers. Titles that are self-published are not added to the collection unless there is a compelling reason to do so. Authors who wish to have their self-published works considered for addition to the collection must donate the item, along with the form "*Consideration of Donated Works by Local and Self-Published Authors.*" All donated materials become the property of the Library and are examined by professional library staff to determine suitability for inclusion to the collection. The criteria used in the inclusion of materials are the same selection criteria

used by the Library Director for non-donated materials, in addition to the guidance set forth by the American Library Association.

Reader reviews on Amazon or other online sites are not considered as part of the review process.

The Library reserves the right to accept or reject items from local or self-published authors, as well as the right to discard without noticing any items previously accepted for the collection. Rejected or discarded items are handled in the same manner as purchased items and will become the property of the Friends of the Watauga Public Library. They will be included in the Friends "Book Nook" area to support library programs and services.

See Appendix for the "Consideration of Donated Works by Local & Self-Published Author" form.

VI. Patron Reconsideration Request Policy

The Library welcomes expression of opinion by patrons about the collection or individual titles but the Library and the City of Watauga will be governed by this Policy in making additions and deletions.

It is the policy of the Watauga Public Library to treat all **reconsideration requests** concerning materials fairly, objectively and in a uniform manner.

Patrons who request the reconsideration of Library materials will be asked to put their request in writing by completing and signing the "Watauga Library Request for Reconsideration Form," provided by the Library. All fields on this form must be completed and returned to library staff.

No **request** that specific material should be added to the Library's collection will be considered. No **request** may be considered if the objective pertains to a specific item contained within a collection available to the Library by paid subscription and digital content in library collections available through electronic means such as **cloud resources**.

In order to request reconsideration of library materials, patrons must have a library account in good standing. Patrons can only place two (2) requests at any given time. An individual material will only be reviewed once every 24 months.

The Library Director and two staff members will independently review and evaluate the request and the material in question. After review of the request, the Director, or designee, will communicate a decision and the reason for it, in writing, to the patron who initiated the request for reconsideration.

In the event the patron who initiated the request, is dissatisfied with Library Staff's decision, they may, within twenty days of the decision, present a written appeal to the Library Board. The Library Board will independently review and evaluate the request and the material in question. After review of the request, the Board, will communicate a decision and the reason for it, in writing, to the patron who initiated the request for reconsideration.

In the event the patron who initiated the request, is dissatisfied with the Library Board's decision, they may, within twenty days of the decision, present a written appeal to the Watauga City Council.

Requests are reviewed in the order they are received; each request and appeal may take up to 60 days to review but could be longer depending on the number of requests.

The Library Board's and the City Council's decision will be based on the Library's selection criteria. Nevertheless, in all cases the City Council's decision will be final and binding. The Library and the City have sole discretion and reserve final authority over the content of the Library's materials and collections.

VII. Collection Maintenance

The Library will evaluate its collection on a continuing basis in response to the changing nature and needs of the community. The criteria used in the selection of materials will be used in its withdrawal, in addition to the guidance set forth in the American Library Association.

Materials which will be considered for removal from the collection include:

- Items that are physically worn out or damaged
- Materials that contain obsolete information
- Editions which have been superseded
- Duplicate copies of titles which are no longer popular
- Materials that are no longer of interest to the community as evidenced by lack of checkout within a specified time period

Replacement of a withdrawn item is not automatic; the decision to replace will be based on the selection policy. When appropriate, deteriorating items will be repaired.

Materials withdrawn from the Library's collection shall be forwarded to the Friends of the Watauga Library for disposition through book sales or transfer of unneeded items in usable condition to Library support groups, local community organizations, or a library vendor specializing in discards and donation from libraries that provide revenue in return for surplus materials. Materials too badly damaged to be sold may be discarded by the Library Director and assigned staff.

The Friends of the Watauga Library maintain an ongoing "Book Nook" to raise funds for the Library. In addition to the materials withdrawn from the Library collection, these book sales include gift materials accepted on behalf of the Friends that are not added to the Library's collection (See Section IV). Items that have been donated/discarded may be given to area organizations with permission of the Director.

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