

Library Advisory Board
January 9, 2019 Meeting
Supporting Materials

Salem Public Library's Collection Development Policy

- Collection Development Policy. Salem Public Library's [Collection Development Policy](#) was adopted by the [Library Advisory Board on August 8th, 2018](#) and affirmed by the [Salem City Council on August 27th, 2018](#).
- [Frequently Asked Questions](#) regarding Salem Public Library's Collection. In November 2018, the City developed a web page about the Library's collection practices. This information has been shared through the City's social media platforms and is available to Library patrons.
- Collection HQ Software
CollectionHQ is a software tool that provides various kinds of library usage data. It gives professional librarians the information they need to maintain vibrant and dynamic collections that are responsive to users' needs. It is used by more than 8,000 public library branches worldwide.

Collection Case Study

- [Frisco, Texas](#)
This library (also a user of Collection HQ) is statistically a peer library to Salem based on Revenue, Service Population and cardholders.

Survey Data: Salem Public Library Users

In 2018, the Salem Public Library contracted with OrangeBoy to perform a Community Analysis, conduct a user survey and to look at Library use trends. OrangeBoy is the same firm used to perform the Library's 2012 analysis. Having longitudinal data is very helpful in the library's ongoing planning, and is especially useful for the upcoming renovation. Below are a few key statistics – a thorough presentation on the OrangeBoy results will be held at the Library on January 31st. The full Market Analysis report is available [here](#).

- Approximately 25% of Salem households have someone with a library card.
- 44% of new cardholders remain active after the 1st year of being registering.
- 50% of cardholders have not used the library in the last 2 years or longer.

- [OLA-ALA Joint Statement](#) of Support of SPL
- [ALA Office of Intellectual Freedom Blog post](#)
- [OLA Public Library Division Public Library Standards](#)

Library Statistical Comparison

- Staff at Salem Public Library worked closely with current staff at the State Library of Oregon to identify [our state and national peers](#). Oregon doesn't contain any one-to-one comparator libraries for Salem Public Library's Population Size and Budget, both which are measures to incorporate when looking at collections.

Public Records Requests

- Data from Chemeketa Cooperative Regional Library System
These datasets lack context and cannot distinguish as to why an item appears on the list. The items could appear due to poor condition or damage, lack of use, information that is no longer accurate or current, excess copies, and/or because it was previously missing from the collection.

[*Items discarded between 9/1/2018-11/26/2018](#) in the Dewey ranges 000-299.9999.
The data from September were derived from the output of discrete reports of deleted items that no longer exist in the library item database, so the output is not as comprehensive as the October and November data.

[*Items in discard status between 10/1/2018-11/30/2018](#) in the Dewey ranges 800-899.9999.

- [Library Staff Meeting Summary of September 27, 2018](#).
These are meeting minutes from two staff meetings where [Collection Development practices](#) and vision were discussed. These minutes were in the context of staff workplace and staff conversations where there is some shared environmental context and understanding of library jargon and tools. Percentages referenced were estimated generalizations for context rather than specific directives to staff. The overarching emphasis is on following the policy and the CREW method and getting the collection up to the standards of that policy.
- [Collection Size Statistical Analysis](#)

Collection decision context

The CCRLS-provided item database does not have a tracking system to indicate why something is in discard status. This means information shared through public records requests is incomplete in that any

list of materials in discard status lacks context and the specific reason(s) the item was marked as discarded. Items on these lists may include materials that were missing, damaged beyond repair, excess copies, lack community demand, or contain outdated content. All materials are reviewed by trained library staff knowledgeable about the collection and the community.

Some examples of items placed into discard status during the evaluation process:

- So you want to self-publish: how to avoid the pitfalls, experience the joys and make some money at self-publishing by Steve Meyer published in 1997 (outdated content)
- iPhone : the missing manual by David Pogue published 2012 (superseded content— we own two editions have been published since then)
- 12 rules for life : an antidote to chaos by Jordan Peterson published 2018 (still own six additional copies)
- The merchant of Venice by William Shakespeare (we own multiple copies)
- The Oxford nursery rhyme book published in 1955 (Older format with no pictures is visually unappealing. Also, very low circulation. These selections of nursery rhymes have been included in many newer titles that have much more family-friendly appeal.)