

Alexandria-Monroe Public Library De-selection of Materials Policy

The Alexandria-Monroe Public Library deselected materials in accordance with the following policy:

Materials may periodically be withdrawn from the collection. These may include materials that are damaged, that include obsolete or inaccurate information, that have been superseded by new editions or that have not been used within a reasonable period of time. Decisions will be based on accepted professional practice as described in *The CREW Method*, and the professional judgment of the library director or designated staff. When necessary, local specialists will be consulted to determine the continued relevance and reliability of materials.

Items withdrawn from the collection will be disposed of in accordance with local law, which permits discarding worn, dirty, or dangerously outdated material into the trash, recycling, or inclusion in the library book sale. No withdrawn items may be sold to or given directly to individuals or groups; however, items that do not sell in the book sale may be transferred to other nonprofit organizations or placed in a “free books” area for anyone to take. Discarded magazines and newspapers may be sold in the library book sale or given to other area libraries or social service agencies or recycled at the discretion of the library director.