

Collections Development Guidelines

Lee County Library

Goals

A core function of the Lee County Library is to collect, curate, and make accessible library materials in a wide variety of formats that respond to community interests and demographics. The library's goal is to maintain a popular, up-to-date collection attuned to the diverse needs of Lee County residents. Collection formats, subject matter, and target audiences will be reflective of community demand.

Evaluation Criteria

The same evaluation criteria will be used to add and remove materials from the collection.

- Popular demand
- Evaluation of critical reviews
- Established authority of author or publisher
- Current or long-term significance
- Accuracy and timeliness
- Relationship to existing collection
- Price, format, condition, and ease of use
- Responsibilities

The Library Director has ultimate authority for the collections. The Director shares this responsibility with the staff that have selection responsibilities.

Intellectual Freedom

The Lee County Library subscribes fully to the principles adopted by the American Library Association in its Library Bill of Rights and interpretive statements attached below.

Gifts and Donations

When the library receives a monetary donation for the purchase of materials, selection is made in accordance with these Collection Development Guidelines.

The library accepts donations of materials, including works by local authors, for consideration as additions to its collections. The Library reserves the right to use any donation as it sees fit or dispose of a gift of library material without notifying the donor if later examination indicates that the library cannot use it. The library cannot appraise any item for tax purposes, but will acknowledge gifts in writing, if the donor provides name and address. Upon receipt, all donations become the property of the Library. The Library does not return, nor does it track the status of, donations. Donated items not selected for cataloging are given to the Friends of the Library for the book sale. The Library cannot accept gifts with conditional stipulations. At the direct request of the donor, a standard library recognition or otherwise approved plate will be inserted in items being added to the library's collections.

Materials Not Collected

The Library may choose to not add materials to the collection that do not meet its evaluation criteria.

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939. Amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; and January 23, 1980; inclusion of "age" reaffirmed January 23, 1996, by the ALA Council.

Approved Lee County Board of Trustees May 6, 2015

Lee County Library

Borrowing Rules Playaway Launchpads

Patron must have a current Adult library card (18 years and older) in good standing (does not owe any fines or fees) from Lee County Library system and a valid unexpired picture ID with current address. Before checkout the patron's information will be updated in the automated library system to make sure the patron's address and phone numbers are correct.

The Launchpad must be checked out and returned fully charged at the Lee County Library front desk and handed directly to a staff person to be checked in the presence of the patron. Claims returned will not be allowed. The staff person must check to be sure:

1. All parts of the Launchpad including charger have been returned.
2. That the Launchpad device is in working condition.

Do not leave the Launchpad on the Circulation Desk if a staff member is not present. Until it is checked in by a staff member, the borrower is still responsible for replacement cost if it is lost stolen or damaged.

The Launchpad may not be returned to another library, nor placed in the book or media drop outside the library.

To reserve a Launchpad ask a staff member, Launchpads cannot be reserved through inter-library loan or by other patrons of other NC Cardinal libraries.

Launchpads are loaned for one week and cannot be renewed. There is a waiting period of one week to check out the same Launchpad again.

Launchpads that are lost, stolen, not returned or damaged in any way or will be charged the replacement cost.

If overdue, the fee is \$1 per day with a cap of \$10.

Replacement Charges

The patron is responsible for replacement or lost, stolen or damaged Launchpads, parts and accessories. Replacement charges are as follows:

1. I think I can – Launchpad **\$129.00** ISBN: 9781467602129 SKU#: LP000065
Audience: Ages 5-7 Grade Level: Grades K-2
2. Brain Blaster – Launchpad **\$119.00** ISBN: 9781467620864 SKU#: LP000133
Audience: Ages 5-7 Grade Level: Grades K-2
3. Amazing Mind - Launchpad **\$119.00** • ISBN: 9781467601016 SKU#: LP000000
Audience: Ages 3-5 Grade Level: Pre-K to K
4. ABC Learn with Me **\$129.99** ISBN: 9781467602150 SKU#: LP000068 Audience: Ages 3-5 Grade Level: Pre-K to K

5. Count on Me **\$129.99** ISBN: 9781467601078 SKU#: LP000019 Audience: Ages 3-5
Grade Level: Pre-K to K

Lost Charger \$15.00

Lost Case \$5.00

Lost orange rubber Protective Cover \$20

Acknowledgement of Launchpad Replacement Cost and Rules

I, _____ (print full name),
understand the rules and that by checking out a Launchpad from the Lee County Public Library
that I am responsible for the replacement cost of the device and/or its accessories if lost, stolen
or damaged in any way. Overdue charges are \$1.00 per day. I acknowledge that Launchpads
are **NOT** to be returned in the outside book drop but must be returned to the Lee County Public
Library desk when the library is open and handed to a library staff member to be checked in
while I am present. There will be a check-in process upon return of the Launchpad which could
take several minutes. Claims returned are not allowed.

Signature

Date

Check-out date/staff initials

Check-in date/staff initials

This policy is effective upon approval of the Library Board of Directors. Amendments
and/or revisions to this policy shall be formulated and recommended to the Board by the Policy
Committee. The policy may then be amended and/or revised at the regular meeting of the
Board, following the meeting at which the amendment and/or revision was proposed.

Approved by the Library Board of Trustees
January 2016

Lee County Library

Disruptive Behavior Policy

Purpose

The objective of this policy is to ensure that the Lee County Public Library provides for each user a welcoming, pleasant and safe environment, conducive to reading, studying, seeking information, meeting friends and collaborating; and free from harassment, physical discomfort, danger and psychological and emotional stress.

Overview and definitions

Appropriate library conduct includes activities such as reading, studying, properly using library materials or computers and other similar conduct normally associated with a public library. Patrons not engaged in reading, studying, or using library materials or computers may be asked to leave the building. Inappropriate conduct includes any individual or group activity which is unreasonably disturbing to other individuals lawfully using library facilities, materials and/or premises or is otherwise inconsistent with activities such as reading, studying, properly using library materials and other similar conduct normally associated with a public library. When possible, staff will first educate individuals about the applicable policies before taking stronger measures to enforce those policies.

In the pursuit of this objective, the library board shall consider the following to be disruptive and unacceptable behavior in the public service areas of the library:

1. Sustained loud conversation, or noise, that rises above the ambient noise in the library
2. Obscene or abusive language or gestures;
3. Threats, abuse or physical harm to library patrons or staff;
4. Loitering, blocking or in any way interfering with the free movement of any person;
5. Following a person around the building or grounds, or other harassing behavior, such as staring, or other intimidating acts;
6. Engaging in disorderly conduct, committing a nuisance or unreasonably disturbing and offending library users;
7. Carrying weapons of any sort
8. Smoking, or the use of any tobacco product;
9. Consumption or exchange of alcoholic beverages
10. Consumption of food, and consumption of uncovered beverages, except in designated areas
11. Soliciting or selling of any kind, except for library-related fundraising events;
12. Taking of surveys without approval;
13. Sleeping in the library;
14. Distribution of leaflets, or posting notices without authorization
15. Destruction of, or damage to, or theft of library property from building or grounds;
16. Removal of material from the library collection without authorization through established lending procedure;

17. Bringing animals, other than service animals, into the building;
18. Use of library telephones by any person other than library personnel, unless approved;
19. Entry into non-public areas except by invitation or approval of library personnel.
20. Failure to leave the library promptly at closing;
21. Improperly using library restrooms or facilities for purposes such as bathing, shaving or changing clothes.
22. Failure to respond to requests from library staff members in regard to this policy;
23. Engaging in any other activities that are inconsistent with those activities normally associated with the use of public library facilities that include reading, studying, and using library materials.

Disruptive behavior on library property may result in exclusion from the library and/or arrest. The Library Director or staff person in charge in the absence of Director is authorized to ask violators of this policy to leave the premises for the day, be banned from the premises for a specified amount of time or permanently banned depending on the severity of the violation.

North Carolina laws pertaining to the Disruptive Behavior Policy: North Carolina laws pertaining to the Disruptive Behavior Policy: GS 14-33 Misdemeanor assaults, batteries and affrays; GS 14-76 Larceny, mutilation, or destruction of public records and papers; GS 14-127 Willful and wanton injury to real property; GS 14-132 Disorderly Conduct in and injuries to public buildings; GS. 14-159.12. First degree trespass. GS14-205.1. Solicitation of prostitution. GS 14-190.9 Indecent exposure; GS GS14-269 Carrying concealed weapons; GS 14-277.1 Communicating threats; GS 14-398 Theft or destruction of property of public libraries, museums, etc.; GS 153A-266 Powers and duties of trustees.

NC General Statute 14-33 Misdemeanor assaults, batteries and affrays;

§ 14-33. Misdemeanor assaults, batteries, and affrays, simple and aggravated; punishments.

(a) Any person who commits a simple assault or a simple assault and battery or participates in a simple affray is guilty of a Class 2 misdemeanor.

(b) Unless his conduct is covered under some other provision of law providing greater punishment, any person who commits any assault, assault and battery, or affray is guilty of a Class 1 misdemeanor if, in the course of the assault, assault and battery, or affray, he:

(1) through (3) Repealed by Session Laws 1995, c. 507, s. 19.5(b);

(4) through (7) Repealed by Session Laws 1991, c. 525, s. 1;

(8) Repealed by Session Laws 1995, c. 507, s. 19.5(b);

(9) Commits an assault and battery against a sports official when the sports official is discharging or attempting to discharge official duties at a sports event, or immediately after the sports event at which the sports official discharged official duties. A "sports official" is a person at a sports event who enforces the rules of the event, such as an umpire or referee, or a person who supervises the participants, such as a coach. A "sports event" includes any interscholastic or intramural athletic activity in a primary, middle, junior high, or high school, college, or university, any organized athletic

activity sponsored by a community, business, or nonprofit organization, any athletic activity that is a professional or semiprofessional event, and any other organized athletic activity in the State.

(c) Unless the conduct is covered under some other provision of law providing greater punishment, any person who commits any assault, assault and battery, or affray is guilty of a Class A1 misdemeanor if, in the course of the assault, assault and battery, or affray, he or she:

(1) Inflicts serious injury upon another person or uses a deadly weapon;

(2) Assaults a female, he being a male person at least 18 years of age;

(3) Assaults a child under the age of 12 years;

(4) Assaults an officer or employee of the State or any political subdivision of the State, when the officer or employee is discharging or attempting to discharge his official duties;

(5) Repealed by Session Laws 1999-105, s. 1, effective December 1, 1999; or

(6) Assaults a school employee or school volunteer when the employee or volunteer is discharging or attempting to discharge his or her duties as an employee or volunteer, or assaults a school employee or school volunteer as a result of the discharge or attempt to discharge that individual's duties as a school employee or school volunteer. For purposes of this subdivision, the following definitions shall apply:

a. "Duties" means:

1. All activities on school property;

2. All activities, wherever occurring, during a school authorized event or the accompanying of students to or from that event; and

3. All activities relating to the operation of school transportation.

b. "Employee" or "volunteer" means:

1. An employee of a local board of education; or a charter school authorized under G.S. 115C-218.5, or a nonpublic school which has filed intent to operate under Part 1 or Part 2 of Article 39 of Chapter 115C of the General Statutes;

2. An independent contractor or an employee of an independent contractor of a local board of education, charter school authorized under G.S. 115C-218.5, or a nonpublic school which has filed intent to operate under Part 1 or Part 2 of Article 39 of Chapter 115C of the General Statutes, if the independent contractor carries out duties customarily performed by employees of the school; and

3. An adult who volunteers his or her services or presence at any school activity and is under the supervision of an individual listed in sub-sub-subdivision 1. or 2. of this sub-subdivision.

(7) Assaults a public transit operator, including a public employee or a private contractor employed as a public transit operator, when the operator is discharging or attempting to discharge his or her duties.

(8) Assaults a company police officer certified pursuant to the provisions of Chapter 74E of the General Statutes or a campus police officer certified pursuant to the provisions of Chapter 74G, Chapter 17C, or Chapter 116 of the General Statutes in the performance of that person's duties.

(c1) No school personnel as defined in G.S. 14-33(c)(6) who takes reasonable actions in good faith to end a fight or altercation between students shall incur any civil or criminal liability as the result of those actions.

(d) Any person who, in the course of an assault, assault and battery, or affray, inflicts serious injury upon another person, or uses a deadly weapon, in violation of subdivision (c)(1) of this section, on a person with whom the person has a personal relationship, and in the presence of a minor, is guilty of a Class A1 misdemeanor. A person convicted under this subsection, who is sentenced to a community punishment, shall be placed on supervised probation in addition to any other punishment imposed by the court.

A person committing a second or subsequent violation of this subsection shall be sentenced to an active punishment of no less than 30 days in addition to any other punishment imposed by the court.

The following definitions apply to this subsection:

(1) "Personal relationship" is as defined in G.S. 50B-1(b).

(2) "In the presence of a minor" means that the minor was in a position to have observed the assault.

(3) "Minor" is any person under the age of 18 years who is residing with or is under the care and supervision of, and who has a personal relationship with, the person assaulted or the person committing the assault. (1870-1, c. 43, s. 2; 1873-4, c. 176, s. 6; 1879, c. 92, ss. 2, 6; Code, s. 987; Rev., s. 3620, 1911, c. 193; C.S., s. 4215; 1933, c. 189; 1949, c. 298; 1969, c. 618, s. 1; 1971, c. 765, s. 2; 1973, c. 229, s. 4; c. 1413; 1979, cc. 524, 656; 1981, c. 180; 1983, c. 175, ss. 6, 10; c. 720, s. 4; 1985, c. 321; 1991, c. 525, s. 1; 1993, c. 286, s. 1; c. 539, s. 16; 1994, Ex. Sess., c. 14, s. 3; c. 24, s. 14(c); 1993 (Reg. Sess., 1994), c. 687, s. 1; 1995, c. 352, s. 1; 1995, c. 507, s. 19.5(b); 1999-105, s. 1; 2003-409, s. 1; 2004-26, s. 1; 2004-199, s. 7; 2005-231, s. 6.2; 2012-149, s. 1; 2014-101, s. 7)

NC General Statute 14-76 Larceny, mutilation, or destruction of public records and papers;