

Weeding

Materials that no longer meet the stated objectives of the library (including items that have become damaged or obsolete) will be systematically withdrawn according to the accepted professional practices described in the publication, *CREW: A Weeding Manual for Modern Libraries*. Disposal of withdrawn library materials will be at the discretion of the library director.

Reasons for withdrawal of materials include:

- Poor physical condition
- Datedness
- Inaccuracy of information
- Lack of reader interest based on the number of check-outs in a given period of time
- Duplicates not justified by demand
- Materials that do not meet the current selection criteria

The controversial nature of materials shall not be deemed a sufficient reason for removal unless and until the material has been subjected to a review as outlined below.