

# **Prioritized Purchasing Guidelines for SEO**

**FY 2008-10**

The SEO Collection Development Policy committee is comprised of the following members:

Michael Penrod	Wood County District Public Library
Pam Hoesman	Oak Harbor Public Library
Barb Wainwright	Washington County Public Library
Jennifer West	Highland County Public Library
Yvonne Myers	Martins Ferry Public Library
Jeff Yahraus	Williams County Public Library
Susan Irwin	Williams County Public Library
Susan Corl	Holmes County District Public Library
Becky Kellum	SEO Library Center

The committee met on October 7, 2008 to revise and update the Collection Development Policy for SEO and to set purchasing priorities for the SEO Library Center for FY 2008-10. These guidelines will be reviewed in 2010.

## **Priorities**

### 1. Large Print Materials

These specialized materials meet the needs of the aging populations in the SEO consortium service areas and persons with disabilities. Both fiction and non-fiction materials will be purchased. Non-fiction titles will specifically include best sellers, history, biography and health.

### 2. Audio Books (this includes all audio materials such as; playaways, Overdrive audiobooks including MP3, MP3 cds, as well as the traditional books on cassette and cd)

These materials will meet the needs of an aging population, those with disabilities, and those with limited functional literacy. In addition, the socioeconomic conditions throughout the service area often require citizens to commute long distances to find employment increasing the demand for audio books. Titles with youth appeal, non-fiction titles and fiction titles of enduring interest will be purchased.

### 3. Current Topics in Demand

The SEO collection will reflect current topics of interest to patrons to supplement library budgets through resource sharing. Topics will include, but are not limited to: current events, (e.g. financial crisis) health issues, education (including high interest low level reading for adults), ESL, computer software, genealogy, car repair and family issues.

#### 4. Reference Materials

By circulating reference materials SEO will provide a cost effective means of sharing expensive, specialized materials. Topics will include, but are not limited to: genealogy, specialized encyclopedias, emerging technologies, professional library materials, and access to online databases (e.g. Chilton's).

#### 5. Foreign Language Materials

SEO will seek to have a global perspective in foreign films to reflect the increasing cultural diversity of the SEO service area. Materials in or about foreign languages will be purchased. These will include, but are not limited to: ESL, foreign films, dubbed, sub-titled or only in a foreign language, and instructional materials on learning foreign languages.

#### 6. Popular Fiction

Purchasing materials to serve patrons of diverse socioeconomic backgrounds and those living in poverty and to facilitate statewide resource sharing, SEO will purchase materials such as graphic novels, African-American interest, Gay & Lesbian interest, Hispanic-American interest, best first novels, foreign fiction and those paperbacks that are in high demand.

#### 7. Non-fiction for Youth – Birth to YA

These materials will target children in poverty and those needing to enhance their information skills and those having difficulty using a library. Topics will include but not be limited to:

- ❖ Pre-literacy – colors, alphabet, concepts and numbers
- ❖ Literacy skills – folktales, nursery rhymes, beginning readers
- ❖ Information and job skills – careers, countries and states, biography
- ❖ Diversity – authors and illustrators reflecting diversity, holiday materials, materials portraying a diverse population

#### 8. Emerging visual formats

To keep abreast of new visual formats SEO will investigate building a small collection of downloadable videos from Overdrive, as well as purchasing Blu-ray DVDs. The focus on these collections will be primarily non-fiction titles with some popular entertainment titles included.