

Collection Development Plan

Fond du Lac Public Library

Board approved: May 18, 2023

Previous policy dated: May, 2006

Objectives

The Fond du Lac Public Library Collection Development Plan is a continuation of the Selection Policy. It serves as a guide for the maintenance and development of individual areas of the collection. The plan defines the scope of individual areas of the collection; and along with the library's mission, Strategic Plan, and Selection Policy, guides the selection work of trained staff who meet professional collection development competencies. This plan does not replace the judgment of staff responsible for selection. It does, however, provide a written framework that keeps the collection user-relevant and cost-effective, and states priorities and boundaries to help staff accomplish that. As libraries across the world continue to reimagine ways to serve users, ideas for new collections inevitably become apparent. Similarly, as technology changes, some collections become defunct and are replaced with more modern formats. The library reserves the right to add collections or remove collections, under the discretion of the Library Director. Regardless of rating or shelving location, all materials are available to be borrowed by all library users.

Selection of Materials on Controversial Topics

Public libraries do not shy away from materials on controversial topics, but they do attempt to represent multiple views of controversial issues within the standard restraints of space, availability, and budget. Selection is based upon the same criteria used to purchase any item, as stated in the Selection Policy. The background of an author or creator; language used; depictions of violence; depictions of sexually explicit activity; controversial content; or endorsement or disapproval by an individual or group in the community do not cause automatic inclusion or exclusion from the library's collection.

All public libraries contain materials that some patrons may find objectionable, and alternately may omit from the collection materials that some patrons feel are important. In either case, the library has procedures that patrons may use in requesting the reconsideration of materials and requesting that certain materials be added to the collection.

Adult Collections

Fiction

The adult collections include a broad range of fiction genres and styles that reflect the recreational reading interests of the community, as well as some significant works of the past. The library makes an effort to include books that reflect diverse cultures and backgrounds.

Nonfiction

The library acquires materials that provide a core of basic knowledge, and that:

- Represent a variety of viewpoints
- Address contemporary issues
- Enhance job-related knowledge and skills
- Encourage self-help
- Nourish intellectual, aesthetic, creative, and spiritual growth
- Facilitate continuing education
- Increase knowledge of current affairs
- Support business, cultural, recreational, and civic interests in the community

A report of adult nonfiction circulation from 2018-2022 was analyzed in January 2023 in order to identify areas of high circulation. Here are the results of that analysis:

Dewey Call Number	Percent of Circulation				
	2018	2019	2020	2021	2022
(000) Generalities	2%	2%	2%	2%	2%
(100) Philosophy & psychology	6%	7%	7%	8%	8%
(200) Religion	5%	5%	4%	4%	4%
(300) Social sciences	16%	15%	17%	15%	15%
(400) Language	1%	1%	1%	1%	1%
(500) Natural sciences & mathematics	3%	4%	4%	4%	4%
(600) Technology (Applied sciences)	34%	33%	31%	32%	30%
(700) The Arts	13%	13%	13%	13%	14%
(800) Literature & rhetoric	3%	2%	3%	2%	3%
(900) Geography & history	18%	19%	20%	19%	19%

Applied Sciences (which includes cook books, health books, pets, and more) is consistently a high-circulating area, as are books about history, social sciences (which includes political analysis, self-help legal guides, and true crime), and the arts (which includes crafting, music, and celebrity biographies).

Books are ordered that cover a wide breadth of knowledge, with more titles typically available in the highest circulating areas of the library.

The library does not purchase textbooks unless they are the best coverage of a subject, the best source of information available, and of use to the general public.

Lucky Day Books and DVDs

The heavy demand for bestsellers and popular items is filled in part with our Lucky Day collection. Lucky Day materials are extra copies of bestsellers – both fiction and nonfiction – and other titles that are temporarily in high demand. This collection increases the chance that customers will find a popular item on the shelf when they come through the door.

Large Print

The large print collection typically duplicates titles already in other library collections. Popular fiction and high-interest nonfiction titles comprise the bulk of it. Since large print books are seldom reprinted, emphasis is put on purchasing the most desirable titles soon after publication.

Book Club Kits

Book Club Kits contain multiple copies of a single title, along with a discussion guide. They are designed to provide everything needed for a book club with one check-out. Kits include both fiction and nonfiction titles, with the focus being on popular titles, titles that inspire discussion, and/or titles that appear on local or national book club lists.

Staff Picks

The Staff Picks collection rotates annually, and comprises both fiction and nonfiction books. Information and Outreach Services staff select between 10-12 titles each that they particularly enjoyed. Many titles were published within the last several years, although there are some classic favorites among them as well. The intention is to have another way that library users can connect with staff, and

to personalize reading recommendations. Individual staff recommendations do not represent the opinions of the organization.

Graphic Novels

Selection of graphic novels follows the same criteria as for fiction and nonfiction materials. The graphic novel collection satisfies demand for illustrated books. Graphic novels for adults differ from graphic novels for teens in the maturity level of the content, although there is some overlapping interest between teen and adult graphic novels. For the most part, adult graphic novels focus on adult characters.

Reference

We maintain a small reference collection, which does not circulate so that the information within it is readily available for all patrons. Reference materials provide ready facts, statistics, and analysis, and as such are replaced regularly.

Seefeld

The Seefeld collection comprises books, pamphlets, newspaper clippings, microform, yearbooks, photographs, and more that document and preserve the history of Fond du Lac and Fond du Lac County. These items provide a range of information about local events, news, businesses, government, and residents. Materials include both primary and secondary resources. Additionally, it includes genealogical materials concerning local families, books to help facilitate genealogical research, and books on the history of Wisconsin. This could include the history of families and/or individuals who were born and/or lived in Fond du Lac but became prominent elsewhere. Items are organized from broad to specific: International (such as books on genealogical resources around the world), National (books about genealogy for U.S. immigrants), Wisconsin, Fond du Lac, and Family Histories.

The library maintains a small archives collection, consisting primarily of duplicate copies of City and County histories, original government documents and newspapers, and library history.

Items relating to Fond du Lac County early immigrants, such as those from Germany and Ireland, are collected, as are materials about the indigenous tribes of the state: Ho-Chunk/Hochungra (Winnebago), Anishinaabe (Chippewa/Ojibwe), Neshnabé (Potawatomi), Mamaceqtaw (Menominee), Oneyoteaka (Oneida), Stockbridge-Munsee (Moh-he-con-uck), and the local but not federally recognized Brothertown Nation (Eeyamquittoowauconnuck); with focus particularly on the Brothertown Nation and Ho-Chunk, on whose ancestral lands Fond du Lac resides. Other resources in the Seefeld collection include newsletters and publications issued by local organizations, and selected ephemera of local significance.

Microfilm holdings include a nearly complete set of the Fond du Lac Reporter (as well as earlier iterations of the same paper), with a card index covering 1846-1970 (in the process of being digitized and searchable online), and census microfilms for Fond du Lac County for all available years. The online Fond du Lac Vital Records database is a valuable asset and additions are continually made to it. New works will be purchased based on local interest, favorable reviews, quality of the work, and their fit within the scope of the collection. Replacement of missing and worn titles will be as needed. This collection does not circulate in order to preserve its use for future generations. Digitizing this collection is a priority, so that researchers may access the collection remotely, and so that the content of fragile materials may be preserved.

Local Authors and Self-Published Materials

The library maintains a small collection of items published by local authors, both fiction and nonfiction. Authors must be from or reside within Fond du Lac County or the surrounding area in order to be included. Typically these items are donated or purchased in duplicate, with one copy integrated into the standard circulating collection, and another copy that is shelved in the non-circulating local author collection area within Seefeld. Copies in the circulating collection are weeded according to our standard weeding procedures, so in some cases, there may only be one copy in the designated local author non-circulating collection. Items added to this collection are selected using the same selection criteria as other collections.

Veterans Opportunity Collection

The Veterans Opportunity Collection focuses on the unique needs of veterans, including Veterans benefits, health concerns such as post-traumatic stress disorder, transitioning to civilian life, and more. It also includes memoirs written by Veterans.

Literacy Materials

This collection is maintained by Fond du Lac Literacy Services, which rents space within the library but is not under the umbrella of the Fond du Lac Public Library. The focus is on leveled readers, which frequently are simplified versions of classic literature; and on vocabulary, particularly as related to specific vocations. The collection also includes materials that tutors can use when working with learners, such as flash cards, teaching manuals, and manipulatives.

Materials in Spanish

Adult materials in Spanish are available in fiction and nonfiction, and in book, audiobook, multimedia, and DVD formats. Most materials use Latin American Spanish, as opposed to European Spanish. While the library previously purchased a few magazine titles in Spanish, declining interest and ceased

publications have led to the elimination of this collection. However, electronic magazines in Spanish remain available within our downloadable electronic collections.

This collection serves the growing Latino population in Fond du Lac, as well as anyone wanting to expand their Spanish learning. Materials include items originally published in Spanish, translations, and bilingual English/Spanish materials . The same collection criteria that apply to other collections apply to materials in Spanish, including that materials should be current. Topics that are unique to this collection include English for Spanish speakers, and naturalization and citizenship materials in Spanish. The person(s) that selects the materials must be informed of the culture and needs of the Spanish Speaking community.

Materials in Hmong

This collection includes fiction and nonfiction books in Hmong; both titles originally written in Hmong, as well as titles translated into the language. It is intended to serve the local Hmong population. Unfortunately, new titles are difficult to acquire and the collection is largely outdated. However, new emphasis is being placed on reviving this collection with input from the Hmong community.

Newspapers and Magazines

This collection supplements the book collection, providing information that is timely, and in some cases retrospective. Print publications have ceased production at rates that increase yearly. As such, the library increasingly looks to electronic magazines and educational databases to help fill the gap. As costs of printed newspapers increase, the library will continue to prioritize local and regional news over national publications.

Media

CDs

The adult music sound recording collection contains a variety of music in CD format. This includes, but is not limited to: Americana, blues, Christian, Christmas, classical, country, holiday, jazz, new age, popular, rock, sound effects, soundtracks, Spanish, wedding, and world music. The focus is on current and popular mainstream recordings. As the popularity of downloading and/or streaming music leads to diminishing music CD production, we are looking more towards making electronic music available.

DVDs and Kanopy

Movies are collected primarily in DVD format, with some in Blu-Ray format as well. The collection consists of TV series, feature films, nonfiction and live performance DVDs. Extra

copies of popular DVDs are kept in staff-accessible storage and are moved to the circulating shelves as discs become scratched or are lost. Some DVDs are offered in packaged sets called Binge Boxes. These are movies grouped by a common actor, theme, genre, or director. Binge Boxes are either purchased as pre-selected sets from a DVD distributor, or compiled by library staff using mostly duplicate titles. Binge Boxes are a fun way to be able to check out more movies at a time, as each set of 4, 5 or more movies counts as one DVD for checkout purposes. As with CDs, DVD production has lessened over the last several years as people move more towards streaming movies and television. Thus we have started offering the movie streaming service Kanopy to supplement this collection. The focus of the general movie collection is on popular, blockbuster movies and television shows. Kanopy also offers some international, art house, and documentary movies.

Holiday CDs and DVDs

Holiday CDs and DVDs are popular, but due to having a much greater demand for a small portion of the year, these items are kept in storage – which is accessible any time of the year by staff – until the winter holiday season when materials are put on display for the public.

Audiobooks

The Audiobook collection consists of both fiction and nonfiction titles, available on CDs, digital audio players, and in electronic formats. The fiction area includes contemporary and classic fiction with an emphasis on popular works. The nonfiction collection covers a range of topics including best sellers, self-improvement, business, financial planning, and language instruction. Unabridged versions are preferred due to popular demand. When possible, editions are purchased from distributors that provide replacements for missing or damaged CDs. As with music, as more titles become available as electronic downloads, the library will shift its resources in that direction.

Databases and e-media

Finally, the library subscribes to multiple databases and e-media. The e-media platform Libby provides access to e-books, e-audiobooks, and e-magazines. The Fond du Lac Public Library does not select individual titles for this collection; rather, purchasing decisions are made by a library consortium that pools resources from multiple libraries. This allows us to offer more titles than we would be able to afford as an individual library.

The library also subscribes to multiple databases to address the educational and informational needs of the community as well as gaps in the print collection. educational databases. While Badgerlink provides many educational, consumer, and historical information, the library

supplements these offerings with genealogical, local history, reader's advisory, investment, and business information.

Equipment

Our collection of circulating equipment allows patrons to test out items before making a personal purchasing decision, and allows patrons to borrow items that would normally only need to be used one time, such as an electricity usage monitor. This collection is organized into several broad categories: Crafts, Electronics, Games, Hardware, Housewares, Launchpads,, Music, Sporting Goods and Wellness.

Crafts

Our craft collection includes knitting needles, molds, and a puzzle mat, and may expand depending on demand.

Electronics

Electronics are some of our most popular equipment items. They include VHS, CD, and DVD players, projectors, recorders, a turntable and more.

Games

The board game collection provides a leisure activity for adults and teens, while also promoting social-emotional skills such as collaboration and storytelling. We have a combination of popular, classic games and slightly more esoteric games; which are a combination of chance and logic games, as well as collaborative and role playing games. With board games growing in popularity, complexity, and cost, this collection provides a nice way for library patrons to test out a particular game before making any purchasing decisions. We also have a smaller selection of card games.

Lawn games are oversized games that are fun to play in large groups. They are excellent additions to parties and outdoor events, and include Four to Score, Cornhole, Giant Tumbling Timbers, Disc Golf, Pickleball, and more.

Video games are currently collected for the teen area; however, we are looking into the possibility of adding adult video games in the near future, depending on the upkeep needed for this collection.

Hardware

Our hardware collection includes a car jump starter, a car engine fault reader, energy meter and more. It consists mostly of practical items that patrons would only need to use sporadically.

Housewares

Housewares include our cake pan collection, cookie cutter collection, and assorted kitchenwares, such as a knife sharpener. As with hardware, many of these items provide one time use for items that typically only require one time or sporadic use.

Launchpads

Launchpads are pre-loaded, digital learning tablets and are made to cover a wide range of subjects across all age groups. The adult Launchpad collection includes memory games and language learning games. This collection is likely to become obsolete when the devices become irreparable.

Wellness

Memory kits are a combination of books, conversation starters, games, and more that provide people with Alzheimer's, dementia, and cognitive disabilities with fun prompts and stimuli that help them focus on and recall joyful memories. They are designed around broad topics such as space, the ocean, and pets.

Music

The music equipment consists of ukuleles and guitar pedals.

Sporting Goods

The collection of sporting goods includes bike locks, a bike repair kit, a camping kit, and more.

Idea Studio

This collection supports learning in our makerspace, the Idea Studio. It includes materials – books, magazines, and equipment – that help makers learn new skills and techniques. As such, it includes books on 3D design; design thinking; coding; sewing; music production, recording, and editing; printmaking, and more. Because many items in this collection focus on technology, it should be reviewed regularly, removing and replacing items that have become obsolete. Equipment in this collection includes guitar pedals, coding kits, and more.

Professional Reference Collection

The professional reference collection consists of a small number of books about the library profession, most of which are published and sold by the American Library Association. These books are for library staff to use, and are not for circulation. They are typically purchased to suit an existing need: be that a

librarian wanting to expand their skills, or the library focusing on a new area of service. As such, they are stored in a staff work area.

Teen Collections

The teen collection of the Fond du Lac Public Library is developed to meet the recreational and informational needs of middle and high school age youth. Characteristics of growth and development for this age group inform the selection of materials, including the need to identify with others; peer pressure; and a search for self-identity, self-worth, and independence from family. Materials reflect the wide range of comprehension and maturity of teens. Formats include hardcover and paperback fiction, nonfiction, magazines, graphic novels/manga, Playaways, audiobooks, and activity kits. Materials may be purchased in multiple formats. The teen collection includes works reflecting diverse views on controversial topics.

Fiction

This collection covers a range of genres and reading levels for teens grades 6-12. Multiple copies will be purchased for only the most high demand, popular titles. Popular titles may also be purchased in a large print format; these are interfiled with the standard print editions. Fantasy and dystopian novels are popular, as are titles dealing with real-life issues (i.e. sexuality and gender identity, drug use, and mental illness). Series are popular across all genres of teen fiction. Due to space limitations, titles which have not circulated for a year or more will be withdrawn.

Nonfiction

This collection is high-interest, browsable, and of general interest, as opposed to one designed for academic support. The focus is on topics most relevant to teens including: bullying, sexuality and gender identity, health, popular culture, social justice issues, history, biographies, and memoirs. With a limited amount of available shelf space for this collection, usage is carefully monitored and items are removed as they stop circulating or fall out of favor with teens.

Book Club Kits

Teen Book Club Kits contain multiple copies of a single title, along with a discussion guide. They are designed to provide everything needed for a book club with one check-out. Kits consist of fiction, with the focus being on popular titles and titles that inspire discussion.

Graphic Novels

This is a format collection and includes both fiction and nonfiction titles. Books are selected using the same criteria as other print materials. Series titles make up the bulk of the graphic novel collection.

Weeding and replacement is ongoing. Some books selected in this collection are selected without reviews based on popularity, continuation of a currently owned series, and client requests.

Materials in Spanish

The teen collection of materials in Spanish is small and currently consists primarily of translations of the highest interest teen titles. This is a collection that requires closer examination and analysis in order to determine how best to curate titles for this collection going forward. Future efforts will work to add more materials originating in Spanish, as well as language learning materials that will appeal to teens.

Magazines

Teen magazine subscriptions are evaluated annually based on circulation. Magazines are kept in the collection for one year plus the current year or if condition warrants they may be discarded earlier. This is also a dying format. Many teenagers utilize their phones or other electronic devices to access articles and news stories for leisure reading purposes. The Library no longer pursues new subscriptions and the collection will continue to shrink as this format is phased out.

Media

Audiobooks

The Audiobook collection contains mostly popular fiction titles. Materials are withdrawn when they become damaged or are no longer popular. Generally, this is a dying format. Most teenagers use their phones or other electronic devices to access material for listening. Most new cars no longer have CD players installed and newer laptops and PCs may no longer have disc drives. As such, most teens have limited access to the equipment necessary to utilize this collection. New materials are added sparingly and the collection will continue to shrink as this format is phased out.

Equipment

Games

Video games are intended to promote peer interaction while developing logic, reasoning, and processing skills. The teen collection of video games includes games for multiple consoles. Patron recommendations will be considered. New materials are purchased in all available formats. Some games may require additional accessories in order to be played; patrons may be able to borrow certain accessories from the library separately, or will need to provide their own. Games and consoles will be removed from the collection as they are reported to no longer function properly or if they have not circulated in one year. Additionally, as consoles and

systems become obsolete, associated materials may be removed from the collection. This is a new collection, so usage will be carefully monitored.

Launchpads

Launchpads are pre-loaded, digital learning tablets and are made to cover a wide range of subjects across all age groups. The teen collection of Launchpads is limited and the company no longer adds new Launchpads specifically created for teens to their offerings. Launchpads for teens are focused on test preparation exclusively. This collection is likely to become obsolete when the devices become irreparable.

Playaways

Playaways are small, handheld devices that contain an audiobook on them; patrons provide batteries and headphones to listen to the material. This collection focuses mainly on popular fiction titles. Generally, this collection has not proven as popular as expected. Most teenagers use their phones or other electronic devices to access material for listening. New materials are added sparingly.

Children's Collections

Children from birth through age twelve have unique capacities for intellectual and emotional growth. The library's children's collections are developed and maintained with this in mind. The children's collection is intended to be well-balanced, up-to-date, accurate, and desirable. Materials are chosen to meet children's diverse informational, recreational, and cultural interests and needs, but the resources of the entire library are accessible to them. Some materials are also selected in the interest of educators and caregivers of children.

Currency of the collection is important; children are often unable to distinguish current from dated information. Children's materials should be well maintained and attractive. Selecting additions for each area of the children's collection should be done on a regular basis throughout the year. It is also essential that an effort be made for ongoing weeding of the entire children's collection.

The educational needs of children are met with supplementary reading and reference materials, but the library does not serve in the curriculum-support role as the school library does. The library does not supply textbooks unless they are the best coverage of a subject, the best source of information available, and of use to the general public.

To facilitate ease of use for children of different ages and abilities, the children's collection consists of a number of smaller collections. Special points regarding selection and retention in these areas are highlighted below.

Big Books

This collection refers to a book format. These books are super-sized paperbacks for group use. When possible, books added to this collection are duplicates of popular picture books. The necessity of this collection has drastically decreased over time as area classrooms have incorporated the use of smartboards for classroom book sharing. New materials are added sparingly.

Board Books

This is a format collection of books, designed with sturdy board pages to prevent damage when being handled by infants and toddlers. The collection focuses primarily on titles best suited to infants and toddlers such as high-contrast, lift-the-flap, introductory basic concepts (counting, colors, shapes, etc.), and a focus on daily life activities for this age group (bedtime, bath time, mealtime, etc.). Because of the age of this collection's main users, weeding and replacement is ongoing to keep it attractive. Usage of this collection is promoted through programming and other services, highlighting the importance of early literacy skills for children from birth. Books in this collection typically go out of print more quickly than books in other formats; as a result, titles that are withdrawn due to damage or high circulation numbers may not be replaced.

Concept Books

This collection comprises mainly picture books, a format of heavily illustrated books generally intended for an adult to read aloud to a preschool or primary school child, with some easy nonfiction books as well. This collection is organized into categories (known as concepts: About Me, Animals, Basics, Things That Go, etc.) which are further divided into subcategories (i.e. Basics includes Alphabet, Colors, Numbers, Opposites, etc.). This organizational structure allows for easier browsing by young children who tend to think in terms of categories rather than authors or specific titles, as well as for childcare providers and educators looking for books on a specific subject (seasons, friends, school, dinosaurs, etc.). Titles that fit the format description but are clearly intended for an older audience may be found elsewhere in the children's collections.

This collection has a very high circulation; popular items are replaced as they show wear. Books are purchased in hardcover and/or library binding when available. When available, pre-bound copies are purchased for replacement titles which are currently available only in paperback. Current popular materials such as those featuring television and movie tie-ins may be available exclusively in paperback; this does not preclude them from selection for the collection. Classic children's picture

book titles are replaced regularly to assure an attractive collection. Multiple copies of books by popular authors, illustrators or books with popular characters are selected.

Readers

This collection refers to a book format. Many children's book publishers offer books which meet the needs and skills of beginning to emergent readers, generally up to a second grade reading level. Publishers have their own systems of leveling books of this format; however, there is little consistency across publishers with regard to these levels. As a result, our collection is divided into Beginning Readers and Readers. Each book is assessed to determine proper placement, a decision based upon criteria such as number of words per page, sentence structure, illustrative support, and vocabulary. Boxed sets of small paperbacks are purchased and designed to circulate as one unit; these are repackaged during processing into more durable cases. Most of the materials in this collection are in high demand as caregivers seek to support their children's emerging literacy skills. Books in this collection typically go out of print more quickly than books in other formats; as a result, titles that are withdrawn due to damage or high circulation numbers may not be replaced.

First Chapter

A newer collection, materials are selected for inclusion for transitional readers - those ready to take on chapter books but not quite ready for the longer materials of the juvenile fiction collection. These books feature larger print, episodic stories, shorter chapters, and illustrations throughout (though not as heavily as books for younger readers). They are typically less than 150 pages long, with many being significantly shorter than that number. Series are popular in this collection, and, though they generally share a common character, they do not require comprehension from one title to the next and may typically be read in whatever order a child chooses. Many children's book publishers have begun to create imprints specifically for this collection's audience. It is a growing collection and has seen heavy usage in its initial phase.

Fiction

This collection contains books written for third through sixth grade readers, representing a wide range of reading levels and content. The Library strives for a collection that is diverse, inclusive, and well-rounded, which allows for more successful reader's advisory services of matching the right book to the right reader. The juvenile fiction collection is organized by genre, with spine labels indicating to which genre a title belongs. Multiple copies of popular authors or series are purchased. Due to the availability of Interlibrary Loan, comprehensive collections of series are not retained if circulation statistics do not justify their inclusion. Large print copies of popular titles are occasionally purchased for patrons with low or partial vision. These are interfiled with the standard print versions.

Graphic Novels

This is a format collection and includes both fiction and nonfiction titles. Books in this format are heavily illustrated, tell their stories through the use of sequential art (as in comics panels), and utilize dialogue and thought bubbles to provide the text. Books are selected using the same criteria stated in the Selection Policy. Popular character books, high interest books, and series titles make up the bulk of the graphic novel collections. This collection is especially valuable in engaging a wide range of readers and has been shown to be a powerful motivator in getting kids excited about reading.

Nonfiction

This collection focuses increasingly on popular interest topics and less on curriculum support, though there are still materials for that purpose included in the collection. Consideration is made to select books at a variety of reading levels from preschool through sixth grade. Some of the easiest nonfiction materials can be found in the concept collection. Children have more limited evaluation skills than adults and may be unable to ascertain publication dates of materials or accuracy of information. Therefore, it is crucial that old, outdated, or inaccurate material be discarded as necessary. The library believes it is better to lack enough print information on a topic than to provide children with erroneous information. Additionally, though some subject areas in the nonfiction collection cover topics that are relatively static and wherein information is unlikely to become outdated, the discourse around topics changes over time and materials that no longer reflect current discourse standards on a topic will be removed from the collection as well. Materials in this collection are organized utilizing the Dewey Decimal System. Materials containing visually unappealing or outdated illustrations will also be considered for weeding, regardless of the age of the material or the accuracy of its information.

Biography Collection

This collection contains biographies, autobiographies, and memoirs of single individuals, as well as collective biographies of individuals who share a common identity or field of expertise. The collection is organized according to the Dewey Decimal System and includes materials across a range of reading levels and formats, such as picture books, readers, and chapter books.

Calming Corner Collection

This collection encompasses a variety of formats and contains materials for children as well as their caregivers. The philosophy of the Calming Corner collection is to provide materials to assist with emotion management, sensory processing, and associated behaviors. The collection consists of materials intended for in-house use such as noise canceling headphones, a weighted vest, a wobble cushion; as well as circulating items. Circulating materials include board books, picture books, nonfiction books, DVDs, activity kits, and nonfiction books for adults.

Materials in Spanish

Bilingual picture books and board books are in high demand in this collection. Translations of popular chapter books and graphic novels are selected for this collection as well. Media materials in Spanish, such as audiobooks, Playaways, music CDs, and readalongs are included within the collection. Recommendations are continuously solicited from Spanish speaking clients. (See also Spanish Language Materials above)

Magazines

The magazine collection covers educational and popular subject areas for preschoolers through grade six. Children's magazine subscriptions are evaluated annually based on circulation. Magazines are kept in the collection for one year plus the current year or condition warrants they may be discarded earlier. This is a dying format. Many students utilize their phones or other electronic devices to access articles and news stories for leisure reading purposes, and even preschoolers turn increasingly to tablets and digital devices for similar recreational and educational purposes. The Library no longer pursues new subscriptions and the collection will continue to shrink as this format is phased out.

Media

Children's AV materials of the Fond du Lac Public Library are developed to meet the recreational and informational needs of children from birth through 5th grade. Formats include: DVD, audiobook on CD, Playaway, readalongs, music CD, and multimedia kits. Materials may be purchased in multiple formats. Each format has its own priorities for selection and development.

CDs

Popular artists, pop, TV/movie, country, folk, classical, lullabies, educational, thematic, patriotic, religious, dance, and multicultural music are selected for the music CD collection. Much like audiobook CDs and book with CD readalongs, this is a dying format collection. Many people use phones or other electronic devices to access material for listening. Most new cars no longer have CD players installed and newer laptops and PCs may no longer have disc drives. As such, many families have limited access to the equipment necessary to utilize this collection. New materials are added sparingly and the collection will continue to shrink as this format is phased out.

DVDs

The DVD collection comprises feature length films, television shows, popular toy related movies (ex. Barbie, Hot Wheels), holiday-themed films and shows, and informational/educational selections. Efforts are made to acquire DVD copies of films and shows released on streaming services; however, not all streaming services release all their

productions on DVD. Multiple copies of new release feature films may be purchased if demand dictates; some of these copies may be marked as Lucky Day titles. Retention of duplicate copies will depend on the lasting popularity of the material. Holiday DVDs and informational/nonfiction DVDs are shelved separately from feature DVDs. Big Screen Bundles are a new collection, providing families with a selection of films on a theme in one convenient package. This is a high circulation collection, with copies of some materials almost never sitting on the shelves.

Audiobooks

The audiobook collection is developed to duplicate some titles in the fiction print collection. Award winning titles, best sellers, popular authors, and classics make up the bulk of titles selected. Very few nonfiction titles are included, primarily due to the lack of availability. This collection is frequently utilized by families embarking on road trips, so efforts are made to select materials appropriate and engaging across a wide age range. Audiobooks have been shown to be highly beneficial to kids who struggle with literacy skills, as kids are able to listen to books that may be too difficult for them to read independently. However, this is a dying format. Many people use phones or other electronic devices to access material for listening. Most new cars no longer have CD players installed and newer laptops and PCs may no longer have disc drives. As such, many families have limited access to the equipment necessary to utilize this collection. New materials are added sparingly and the collection will continue to shrink as this format is phased out.

Readalongs

Readalongs describes a format collection and contains two distinct formats: book with CD and audio-enabled book. They are used recreationally and as a reading tool. Book with CD refers to an audio recording of a title packaged together with its corresponding print version. These are mostly picture books and contain both hardcover and paperback books. Again, access to equipment to play CDs makes the book with CD readalong collection one that will only continue to shrink. Currently, no new titles are being added and replacements occur sparingly. Audio-enabled books are a newer format and consist of a hardcover book with a permanently attached reading device inside the cover, making the book an all-in-one readalong. These are primarily picture books, though there are a small number of readers, nonfiction titles, chapter books, and sing-alongs also included. Audio-enabled books are primarily created by two companies, VOX Books and Wonderbooks. The Library will keep abreast of the development of similar materials by other companies and consider these for acquisition.

Equipment

Games

The children's board game collection is intended to promote social-emotional skills such as collaboration and cooperation, taking turns, and storytelling, while helping children develop their logical thinking and strategy skills. The collection provides families the opportunity to test games prior to making purchasing decisions, as well as increases the variety of leisure activities available to families at no cost. The collection includes games of chance, logic and reasoning, and cooperative play. Games are collected primarily for preschool and elementary age children at a variety of skill levels, including those unable to read yet. This is a new collection, so usage will be carefully monitored.

Playaways

Playaways are small, handheld devices that contain an audiobook on them; patrons provide batteries and headphones to listen to the material. This collection focuses mainly on popular fiction titles. This collection sees high usage during the summer months as families embark on road trips and vacations; titles with appeal to children across multiple age and developmental levels are most popular as families listen together.

Parenting Collection

Focusing primarily on early childhood development, this collection includes adult books, videos, and activity kits. Materials added to this collection focus on basic parenting skills, current topics in parenting, and assisting children with developing self-care and socio-emotional skills. Books available in the adult collection are rarely duplicated.

Cindy Casetta Barden Educator's Resource Center

Created in honor of local educator Cindy Casetta Barden, the collections within the Educator's Resource Center are intended to be utilized in classrooms or home learning environments, as well as to support the professional development of educators. Materials for these collections are chosen to foster developmental skills among children, encourage literacy skills, math skills, learning through experimentation, self-regulation and social-emotional learning, and emerging technology skills. They are selected for preschool and school aged children based on their educational and recreational value. Materials in the Educator's Resource Center are organized into several smaller collections, including, but not limited to games, jars, DVDs, books, multimedia learning devices (i.e. Osmos, Kindles, and Launchpads), diecut machine and dies (for cutting out letters and shapes), and multiple types of kits, such as storytime (which have books and related activities to recreate the storytime experience at home), puppets, movement (i.e. scarves, bean bags, snow shoes, hiking poles, and other items that promote kinesthetic learning), music (i.e. classroom sets of shaky eggs, tambourines, and rhythm sticks, and individual instruments such as drums, accordion, and practice keyboards), reading (i.e. Tonie boxes, Me Readers, early literacy activities, and devices such as tactile dominoes and See and Spell), STEAM (i.e. robots, building sets, anatomy models, math games, a learning chess set, and

coding activities), subject (sets of books on a single topic, such as WWII, seasons, and author studies), book club, and multimedia. There are also some ephemera such as flannel boards and a portable puppet stage.

Storytime Professional Collection

The Storytime Collection is intended for staff use only and consists of materials that are frequently used in the presentation of storytimes for children. Materials are frequently duplicated from the circulating collections; a copy is retained in the Storytime Collection to ensure there is an undamaged copy of the book to share with storytime patrons. Pop-up books are also included in this collection; these do not circulate due to the fragility of their contents and the increased likelihood of damages. A selection of music CDs, containing songs frequently used during storytime presentations, is also included in the Storytime Collection. Additionally, the Storytime Collection contains a variety of puppets used for storytelling and other interactive opportunities in storytimes. The collection is regularly maintained: materials are added based on staff suggestions and are removed as they cease to be regularly used.