

**Cedarburg Public Library
Library of Things
POLICY**

The Library of Things is a collection of non-traditional library items that complement the Cedarburg Public Library's (CPL) mission to ignite curiosity, facilitate lifelong learning, and connect our community. The purpose of the Library of Things is to provide diverse opportunities for learning and engagement.

The library's professional staff will select materials based on the interests of library patrons. The library welcomes input from the community concerning the collection and recommendations may be made via the CPL website. All suggestions for purchase are evaluated using the same selection criteria as for other materials and are not automatically added to the collection.

Due to limited storage space and the staff time necessary to evaluate, test and maintain each Thing, the library can accept only a limited number of donations. The library does not accept materials that are not outright gifts, and cannot guarantee the permanence of a gift in the collection. Materials donated to the library are received with the understanding that they are subject to the same selection, evaluation and disposal criteria as purchased material.

Not all library materials may be suitable for all members of the community. Responsibility for a child's use of library materials, regardless of format or content, lies with the parent or guardian, not with the library. Adult cards must be used for checkout unless an item falls into juvenile type material.

Due to the nature of the items contained in the Library of Things, these items will not be shared via delivery with the other libraries in the Monarch Library System. All library patrons are required to check out and return Library of Things items to the main checkout desk at CPL.

The library will use circulation data and community suggestions to guide future selections for the Library of Things collection. Items that are not popular and do not circulate will be withdrawn from the collection according to the Collection Maintenance portion of the Collection Development Policy.

The library reserves the right to take a Thing out of circulation temporarily to use for library purposes (workshops, demonstrations, or other programs), or to repair a damaged item.

Approved by the Library Board of Trustees, November 20, 2019