

# COLLECTION DEVELOPMENT POLICY

## LONGVIEW PUBLIC LIBRARY

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**LONGVIEW PUBLIC LIBRARY**  
**COLLECTION DEVELOPMENT POLICY**  
AS OF OCTOBER 2022

<p><b>Projected materials budget for 2022-2023:</b> \$173,517 <b>Holdings:</b> 152,899 volumes; 102 databases; 124 periodicals <b>Population served:</b> City 81,631; County 123,945 <b>Circulation 2021:</b> Physical: 170,067 Digital: 47,454 Total: 217,521</p>
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**PURPOSE**

This document has been developed as a guide:

- to inform the public of the essential principles used in selecting library materials and the procedures for public input into the process;
- to communicate to the Library staff the principles and policies involved in collection building and maintenance;
- to ensure the Library's governing agencies of the Library's compliance with its charge and mission.

**MISSION STATEMENT**

The mission of the Longview Public Library is to improve the quality of life for the client and the community, to provide open access to information, and to promote literacy, love of reading, and lifelong learning opportunities for all members of the community:

- By demonstrating professional leadership in designing, developing, and managing library collections, systems, and services;
- By bringing people and resources together, closing the gap between the individual and the record of knowledge and culture;
- By providing current information;
- By cooperating with other libraries, institutions, and agencies to provide resources otherwise unavailable;
- By offering a broad and diverse range of resources to entertain and enlighten.

At the heart of the Library's mission is the process of collection development. This is the process used to select the materials of interest and need for the public the Library serves and to maintain the collection through judicious withdrawal of unneeded items.

## COLLECTION ANALYSIS

The Longview Public Library is located at 222 W. Cotton Street, adjacent to the municipal city hall in downtown Longview. The single story facility was constructed in July 1987 and is approximately 35,000 square feet. It serves the city of Longview, Texas, population 81,631 and the 123,945 residents of Gregg County. From January 2021 through December 2021, the collection broke down into the following broad categories:

<b>Collection</b>	<b>Item Count*</b>	<b>2021 Circulation</b>
Adult	75,084	76,231
Children	42,774	76,494
Young Adult	11,142	17,342
E-resources	43,977	47,454

\*For a complete breakdown of items, see the "Number of Items in the Collection" appendix.

Each of these collections strives to meet the many needs of the community. The children's collection is particularly popular. Within the children's collection, books in the easy reader category had the highest checkout rates. In 2021 they accounted for 22.4% of all checked out items, followed by juvenile fiction at 11.5%. This table lists the most popular easy reader categories by the total number of checkouts in 2021, with the caveat that the number of items available for checkout in each category section can vary drastically.

<b>General Subject</b>	<b>Author</b>	<b>Character</b>
Beginner Reader (7,492)	Willems (486)	Disney (734)
Phonics (697)	Dr. Seuss (323)	Paw Patrol (639)
Dinos (666)	Numeroff (173)	Berenstain Bears (565)

Within the adult collection, the most popular categories were fiction and DVD. The adult fiction books circulated 21,545 times and the DVDs circulated 19,417 times. In 2021, they accounted for 12.6% and 11.4% of the overall circulation, respectively. It is important to note the checkout limit for books is 15 items at a time, but the checkout limit for DVDs and blurays is five items, demonstrating how popular DVDs are among our clientele.

In other sections, large print fiction circulated 13,005 times at 7.6% of the overall circulation and adult non fiction circulated at 6.4% overall, or 10,979 times. Large print non fiction only circulated 391 times, at .22% overall. This section is rather small with 633 items, so it is hard to know if the low circulation numbers are due to limited interest or selection.

The following sections had the lowest percentage of overall circulation in 2021. As with large print non fiction, it is hard to know if the low numbers are due to the relatively small sizes of each of these sections.

<b>Adult</b>	<b>Children &amp; Young Adult</b>
Equipment (.04%)	Video Games (.004%)
Spanish (.14%)	YA Spanish (.01%)
MP3 (.17%)	Juvenile Book + CD (.03%)

Young adult (YA) fiction and nonfiction items had low circulation in general, with an average of .86 checkouts per item. Only a little over 2000 of the 7,355 YA items circulated at all in 2021. But if you add in the graphic novel collection, the numbers were much higher with an average of 1.8 checkouts per item. Although the equipment collection (which included charging packs and baking pans in 2021) was a small portion of overall circulation, they were checked out 76 times last year. That number has increased over 800% in 2022 with the inclusion of headphones and hot spots in 2022. The western genre in DVD, audiobook, and large print tended to have a high average number of checkouts per item, but the collections are small. This is in contrast to the Spanish collection, which is both small and did not circulate very often.

As stated previously, our video collection circulated very well. While the DVD collection, including juvenile DVDs, circulated far more than the blu-ray collection, this is most likely due to how much bigger the DVD collection is. Their respective average number of checkouts per item were very close. The most popular genres were family, action/adventure, and drama.

	<b>Item Count</b>	<b>2021 Circulation</b>	<b>Average Checkouts per Item</b>
<b>DVD</b>	11,283	22,451	1.99
<b>Blu-ray</b>	2,695	3,800	1.41

Within the audiobook collection, the western genre was most popular, with an average of 2.56 checkouts per item. The only other audiobook category to have over one checkout per item was juvenile CD. The mystery, fiction, and book+cd categories were just below one checkout per item. YA and non fiction CDs barely circulated, with an average number of checkouts per item at .25 and .4, respectively. The MP3 collection is very small, but on average it circulated at the same rate as the CD collection.

	<b>Item Count</b>	<b>2021 Circulation</b>	<b>Average Checkouts per Item</b>
<b>Audiobook CD</b>	4,297	4,057	.82
<b>MP3</b>	353	288	.82

The Library subscribes to two e-resource services, OverDrive and cloudLibrary. Both collections utilize a co-op system where patrons have access to both our e-books and e-audiobooks as well as materials purchased by other libraries. Of the two, OverDrive is by far the more established and popular service. In 2021, the OverDrive consortium owned 43,193 titles and our own advantage collection contained 1,085 titles. Checkouts over the entire consortium totaled 661,100, and our patrons were responsible for 41,069 of those transactions.

In contrast, Longview Public Library owned 637 copies of e-books and e-audiobooks on cloudLibrary in 2021. Those items were checked out 6,385 times: 1,188 checkouts from our patrons and 5,197 from outside our library. Our patrons checked out materials from across the consortia 15,401 times.

<b>2021 Circulation of Items Owned by LPL</b>	<b>OverDrive</b>	<b>cloudLibrary</b>
<b>Overall Consortium Checkouts</b>	91,640	6,385
<b>LPL Patron Checkouts</b>	8,742	1,188

## GENERAL PRINCIPLES AND SELECTION POLICY

The Longview Public Library recognizes the wide number of people being served and the diversity in their cultures, needs, and interests. It is in recognition of these factors that the Library adopts the following principles to assure the Library serves all its constituents well.

### **I. PRINCIPLES**

The Longview Public Library Collection Development Policy is based on the following principles:

- A. Materials are selected which provide for the interest, information, enlightenment, entertainment, education, development, enrichment, and/or self-improvement of all library patrons, within budgetary constraints and availability of materials.
- B. The freedom to read, along with the freedom to hear and to view, is protected by the First Amendment to the Constitution of the United States. This freedom, essential to our democracy, will be upheld, supported, and defended in the selection and accessibility of all library materials. In this regard, the library upholds the principles of the American Library Association's Library Bill of Rights, Freedom to Read, Freedom to View, Statement on Labeling, and Free Access to Libraries for Minors as well as to the Texas Library Association's Intellectual Freedom Statement (documents included as appendices).
- C. Selection of materials does not constitute or imply agreement with or approval of the content, viewpoint, implications, or presentation of the materials.
- D. The library staff does not serve in loco parentis. It is the parent(s), and only the parent(s), who may restrict their children, and only their own children, from access to library materials. Responsibility for children's reading rests with their parent(s) and/or legal guardian(s). Selection will not be inhibited by the possibility that materials may inadvertently come into the possession of children.
- E. The library is not a judicial body. Laws governing obscenity, subversive materials, and other questionable matters are subject to interpretation by the courts. Consequently, no challenged material will be removed from the library for complaints of obscenity, promiscuous material (Ex. Rated R movies), subversiveness, or any other category covered by law until after receipt of an independent court order. Conversely, materials previously judged unlawful will not knowingly be selected.

## II. POLICY

In accordance with the above principles, the following policies apply in regard to materials selection and accessibility for the general library collection.

### A. Selection

As budgetary constraints limit the purchase of materials, the selections made follow the aforementioned principles while attempting to maintain diversity, quality and responsiveness to patron interest patterns. As such, selections are made on the basis of any one, several, or all of the following considerations:

1. Diversity is pursued by attempting to meet the needs of all ages, backgrounds, and educational levels, by providing as many subject fields as possible, and by providing alternative perspectives on unpopular or unorthodox as well as popular materials. The collection represents various opinions and viewpoints on all issues of general concern and should broadly reflect the various ethnic and social groups in the City.
2. Quality is pursued by applying professional discretion and standards established by the library profession and through the use of appropriate selection aids, including book reviews, best seller lists, etc.
3. The Library staff responds to community interests by careful consideration of the following: patron requests for purchases, use patterns for existing materials, purchase trends of similar materials from retailers, and any other source of information indicating community interests. The Library collection serves, to the degree possible, the interests of a diverse community without exclusion. Responsiveness to the interest of one individual or group is not restricted on the basis of dislike or objection of another individual or group.
4. Undue duplication of materials is avoided, either in the library itself, or with other institutions in the community. Esoteric or very technical works, and materials available elsewhere to special interest groups, are generally excluded from the collection. Materials may also be excluded if the existing collection already covers the field.
5. Materials with formats that do not conform or lend themselves to library use are usually excluded, or referred to Interlibrary Loan services.



6. Gifts, unsolicited materials, and citizen suggestions for purchases are all evaluated under the same policies, principles, and selection criteria as regularly purchased materials.

B. Criteria

Materials selections are made on the basis of any one, several, or all of the following specific criteria:

1. A positive review in at least one of the following review journals:
  - a) *Library Journal*
  - b) *Publisher's Weekly*
  - c) *Kirkus Reviews*
  - d) *Booklist*
  - e) *School Library Journal*
  - f) *Horn Book*
  - g) *Bulletin of the Center for Children's Books*
  - h) *Science Books & Films*
  - i) *New York Times Book Review*
  - j) Other media of local emphasis, such as *Longview News-Journal*, KLTV 7, and CBS 19
  - k) Other media referenced at the end of the appendices.
2. High standards of quality in content, expression and physical attributes (binding, printing, paper quality).
3. Contents that are timely, accurate, and representative of various viewpoints.
4. Significant reputation of the author, editor, producer or illustrator
5. Established reputation of publisher in the mainstream of the industry. Demonstrated acceptance of small presses by listings in standard selection sources
6. A strong likelihood that material will not be available in other libraries of the community.
7. Contemporary significance, potential usefulness, appeal or cultural value of the title.
8. Reasonable cost with regard to budget restrictions.
9. Using the New York Times Book Review Best Seller list as a reputed indicator of potential demand, a minimum of one copy of each title on the list will generally be purchased.

Formats collected include books, periodicals, newspapers, maps, audio and video recordings, graphic novels, and online databases. New and/or emerging

formats will be considered when appropriate. The collection does not include pop-up books, coloring books, workbooks, cutout books, or fragile, multipart items that will not withstand circulation. Other criteria to be considered for formats other than books include:

- A. Periodicals and newspapers are selected to include current information not available in book format. Back issues are retained in paper, microform or computerized formats considering reference usefulness, customer interest, and space limitations.
- B. Video recordings will include educational materials, children's, and feature films. Selection considerations for audio and video include reviews, appearance on standard charts (such as Billboard) and award lists (such as Grammys), customer requests, and high production and performance quality.

## **RESPONSIBILITY AND AUTHORITY**

First and foremost, the Library will ensure patron requests are the highest priority. Whenever possible, the Library will strive to provide specific materials asked for by community members, whether through inclusion in our own collection or through the Interlibrary Loan service.

Final responsibility for selection and discarding is vested in the Library Director but is shared by other members of the professional staff. The Library Director has the authority to reject or select any item contrary to the recommendations of the staff. Though responsibility rests with the collection development committee, additional qualified staff within the departments may be asked to assist. Supervisors are responsible for ensuring that the principles and policies for selection are adhered to, that subjects in overlapping areas are not overlooked, and that new subjects are not neglected.

## **FUND ACCOUNTS**

The City of Longview has established the following funds for the purchase of Library materials. For specific staff selection responsibilities, see "Selection Assignments and Budget Allocations" appended to this document.

- Updates/Serials (52506): to purchase all print, periodical subscriptions. The Library Director has the primary responsibility for selection of these items.
- Microforms (52507): to purchase periodical back files in microform and genealogy sources. Selection for this area is the responsibility of the Access Services Supervisor along with the Genealogy staff.

- City Book Budget (52703): to purchase books for the general collection. Selection is divided among collection development committee members in proportion to circulation levels, as adjusted for average cost of the materials.
- Gregg & Harrison County Book Budget (52704): to purchase books for the circulating collection. Selection is divided among collection development committee members in proportion to circulation levels, as adjusted for average cost of the materials.
- Audio/Visuals (52705): to purchase audio CDs and DVDs. Audio refers to spoken word CDs only. Music CDs are not currently purchased. Funds in this account are expended primarily on subscriptions for audiobooks. Funds are available in this account for purchase of replacement CDs, client requests, and staff requests.
- Subscription Services (55004): to reference updates, electronic databases, and subscription services. Selection in this area is the responsibility of the Library Director with assistance from the professional staff.

### **COLLECTION MAINTENANCE**

Weeding, or the withdrawal of materials from the collection, is a necessary part of the collection development process as it allows for the systematic withdrawal of worn, dated, or damaged library materials, and makes room for newer acquisitions. The Library utilizes the CREW method, a benchmark tool recognized and updated by the Texas State Library & Archives Commission. The following should be considered when selecting items for withdrawal:

- Poor physical condition; not suitable for rebinding
- Duplicate copies of a title no longer in demand
- Obsolete content, relevance of the subject, currency of information
- Low circulation in the previous 3-5 year span

This process helps maintain the quality of the library collections and is not intended to sanction removal of library materials based upon any controversy surrounding the material.

### **REQUESTS FOR RECONSIDERATION OF LIBRARY MATERIALS**

The City Council recognizes the right of individuals to question both materials in the Library or those excluded from it. An individual questioning either selections or exclusions may state his or her opinion in writing on a form available at the

Library (see form in appendices). A client must complete the appropriate "Request for Reconsideration" form to initiate the review process. The Director, or any professional staff requested to assist, will make the first review of these "Requests for Reconsideration." The Library Director will notify complainants of the decision in writing. Complainants who disagree with the finding may appeal to the Review Board. The Library Director shall establish this Board as necessary, including City Administration in the process. In the event that a complainant charges that a particular item is not protected under the First Amendment to the Constitution, the onus of proof rests with the complainant. Material under question will remain in the active collection until such judicial determination is made.

## GIFTS AND DONATIONS

The Longview Public Library appreciates the thoughtfulness of its customers who donate a variety of print and media materials to the Library. Gift materials are accepted with the understanding that ownership passes to the Library. The Library reserves the right to transfer items to the Library's bookstore, Thrift Books, or other suitable agency, and to discard or recycle materials as necessary. Monies accrued from the sale of items not placed in the collection directly benefit the Library through the Friends of the Longview Public Library's Book Sales.

Only the main Library location will accept donations of books, DVDs, CDs, and other items circulated by the Library in new or used condition. All donations are accepted with the understanding that the Library selectively adds donations to its collection. Items not selected for the collection will be sent to the Friends of the Longview Public Library or the Library's many partner agencies for recycling and discarding books. At the time of donation, staff will accept the items donated; and ownership will be transferred to the Library. A gift receipt is available upon request, however, staff can only detail the number of items donated and not their monetary value. Individuals or organizations interested in donating large quantities of materials are asked to call 903-237-1346 for review and delivery instructions prior to donation.

The Longview Public Library will consider adding donations to its collection based on several factors. Items to be added to the collection are restricted to those in "as-new" condition. The list is restricted to:

- Books that have been on a bestseller list within the past two years
- Books that have won literary awards within the past two years
- New book releases
- Mass-market paperbacks that have OCLC records
- DVDs and Blu-Rays that have OCLC records
- Audiobooks on CD that have OCLC records

- New magazine or periodical subscriptions

If an item has been published within the past two years, is in “as-new” condition, has received positive published reviews, and has a cataloging record in OCLC, librarians will use professional judgment to determine if the item meets the Library’s materials selection policy and will enhance the Library collection. In addition, the Library will selectively accept donations of items produced by local authors and items of local interest, regardless of the availability of an existing cataloging record. For the general collection, donations of special gift collections carrying stipulations are not accepted.

The library does reserve the right to refuse gift(s) that are deemed unnecessary to collection or does not uphold the library’s values. Moreover, the library refuses any donations associated with organizations or individuals who promote “Hateful Conduct” as outlined by the American Libraries Association.

<http://www.ala.org/advocacy/hatefulconduct>

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## 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 bases, regardless of the beliefs or affiliations of individuals or groups requesting their use.

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

<http://www.ala.org/ala/aboutala/offices/oif/statementspols/statementsif/librarybillrights.cfm>

## THE FREEDOM TO READ

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label “controversial” views, to distribute lists of “objectionable” books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to avoid the subversion of politics and the corruption of morals. We, as citizens devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. The censors, public and private, assume that they should determine what is good and what is bad for their fellow citizens.

We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they need the help of censors to assist them in this task. We do not believe they are prepared to sacrifice their heritage of a free press in order to be “protected” against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small



audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings. The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

*1. It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox or unpopular with the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

*2. Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and

consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

*3. It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

*4. There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

*5. It is not in the public interest to force a reader to accept with any expression the prejudgment of a label characterizing it or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for the citizen. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

*6. It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free

to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive.

*7. It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all citizens the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953; revised January 28, 1972, January 16, 1991, July 12, 2000, by the ALA Council and the AAP Freedom to Read Committee.

A Joint Statement by:

American Library Association  
Association of American Publishers

Subsequently Endorsed by:

American Society of Journalists and Authors  
The Media Institute  
National PTA

The Thomas Jefferson Center for the Protection of Free Expression

<http://www.ala.org/alaorg/oif/freeread.html>

## **STATEMENT ON LIBRARIES AND INTELLECTUAL FREEDOM**

IFLA (The International Federation of Library Associations and Institutions) supports, defends and promotes intellectual freedom as defined in the United Nations Universal Declaration of Human Rights.

IFLA declares that human beings have a fundamental right to access to expressions of knowledge, creative thought and intellectual activity, and to express their views publicly.

IFLA believes that the right to know and freedom of expression are two aspects of the same principle. The right to know is a requirement for freedom of thought and conscience; freedom of thought and freedom of expression are necessary conditions for freedom of access to information.

IFLA asserts that a commitment to intellectual freedom is a core responsibility for the library and information profession.

IFLA therefore calls upon libraries and library staff to adhere to the principles of intellectual freedom, uninhibited access to information and freedom of expression and to recognize the privacy of library user.

IFLA urges its members activity to promote the acceptance and realization of these principles. In doing so, IFLA affirms that:

- Libraries provide access to information, ideas and works of imagination. They serve as gateways to knowledge, thought and culture.
- Libraries provide essential support for lifelong learning, independent decision-making and cultural development for both individuals and groups.
- Libraries contribute to the development and maintenance of intellectual freedom and help to safeguard basic democratic values and universal civil rights.
- Libraries have a responsibility both to guarantee and to facilitate access to expressions of knowledge and intellectual activity. To this end, libraries shall acquire, preserve and make available the widest variety of materials, reflecting the plurality and diversity of society.
- Libraries shall ensure that the selection and availability of library materials and services is governed by professional considerations and not by political, moral and religious views.
- Libraries shall acquire, organize and disseminate freely and oppose any form of censorship.

- Libraries shall make materials facilities and services equally accessible to all users. There shall be no discrimination due to race, creed, gender, age or for any other reason.
- Library users shall have the right to personal privacy and anonymity.
- Librarians and other library staff shall not disclose the identity of users or the materials they use to a third party.
- Libraries funded from public sources and to which the public have access shall uphold the principles of intellectual freedom.
- Librarians and other employees in such libraries have a duty to uphold those principles.
- Librarians and other professional library staff shall fulfill their responsibilities both to their employer and to their users. In cases of conflict between those responsibilities, the duty towards the user shall take precedence.

This statement was prepared by IFLA/FAIFE and approved by  
The Executive Board of IFLA  
25 March 1999  
THE HAGUE, NETHERLANDS

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International Federation of Library Associations and Institutions  
[www.ifla.org](http://www.ifla.org)

<http://www.ifla.org/V/press/pr990326.htm>

## **THE TEXAS LIBRARY ASSOCIATION INTELLECTUAL FREEDOM STATEMENT**

### **PREAMBLE**

The Texas Library Association holds that the freedom to read is a corollary of the constitutional guarantee of freedom of the press. Freedom of choice in selecting materials is a necessary safeguard to the freedom to read, and shall be protected against extra-legal, irresponsible attempts by self-appointed censors to abridge it. The Association believes that citizens shall have the right of free inquiry and the equally important right of forming their own opinions, and that it is of the utmost importance to the continued existence of democracy that freedom of the press in all forms of public communication be defended and preserved. The Texas Library Association subscribes in full to the principles set forth in the LIBRARY BILL OF RIGHTS of the American Library Association, Freedom to Read Statement, and interpretative statements adopted thereto.

### **AREAS OF CONCERN**

**LEGISLATION.** The Texas Library Association is concerned with legislation at the federal, state, local and school district level which tends to strengthen the position of libraries and other media of communication as instruments of knowledge and culture in a free society. The Association is also concerned with monitoring proposed legislation at the federal, state, local and school district level which might restrict, prejudice or otherwise interfere with the selection, acquisition, or other professional activities of libraries, as expressed in the American Library Association's LIBRARY BILL OF RIGHTS and the Freedom to Read Statement. The Intellectual Freedom Committee works with the Legislative Committee to watch proposed legislation, at the various levels, which would restrict or interfere with the selection, acquisition, or other professional activities of libraries.

**INTERFERENCE.** The Association is concerned with the proposed or actual restrictions imposed by individuals, voluntary committees, or administrative authority on library materials or on the selection judgment, or on the procedures or practices of librarians.

The Intellectual Freedom Committee attempts to eliminate restrictions which are imposed on the use or selection of library materials or selection judgment or on the procedures or practices of librarians; receives requests for advice and assistance where freedom has been threatened or curtailed; and recommends action to the Executive Board where it appears necessary.

**MATERIALS SELECTION POLICY.** The Texas Library Association believes that every library, in order to strengthen its own selection process, and to provide an objective basis for evaluation of that process, should develop a written official statement of policy for the selection of library materials.

The Intellectual Freedom Committee encourages all libraries to develop a written statement of policy for the selection of library materials which includes an endorsement of the LIBRARY BILL OF RIGHTS.

**EDUCATION.** The Texas Library Association is concerned with the continuing education of librarians and the general public in understanding and implementing the philosophy inherent in the LIBRARY BILL OF RIGHTS and the ALA Freedom to Read Statement

The Intellectual Freedom Committee supports an active education program for librarians, trustees, and the general public.

**LIAISON WITH OTHER ORGANIZATIONS.** The Texas Library Association, in order to encourage a united front in defending the rights to read, shall cooperate with other organizations concerned with intellectual freedom.

The Intellectual Freedom Committee advises on TLA positions and cooperates with other organizations.

Adopted September 15, 1972  
by the TLA Council

Reaffirmed April 7, 1995  
by the TLA Council

<http://www.tsl.state.tx.us/ld/pubs/plant/intellfreedom.html>

## **RESOLUTION IN SUPPORT OF THE FREEDOM TO READ AND TEXAS LIBRARIES**

WHEREAS, The freedom to read is a human right, constitutionally protected by the First Amendment, and individuals have the right to free inquiry and the equally important right to form their own opinions;

WHEREAS, School, public, college and university, and special libraries are places of voluntary inquiry where individuals can explore and pursue their own interests and are provided opportunities for discovery, learning, and personal and professional growth;

WHEREAS, Academic freedom is essential to research and education, and college and university libraries facilitate the free exchange of ideas on their campuses;

WHEREAS, School libraries, the largest classrooms on campuses, support students of all abilities and learning styles, provide equitable access to learning resources, and help bridge the digital divide;

WHEREAS, Public libraries are a uniquely American institution considered by the founders to be both the cornerstone and bulwark of the free flow of information and ideas vital to a strong and functioning democracy;

WHEREAS, Special libraries (e.g., medical, law, corporate, and museum libraries) foster the distribution of information on specialized subjects and areas of interest to researchers, educators, and the general public;

WHEREAS, Libraries operate under collection development policies that include procedures and guidelines for the acquisition and removal of all material, are approved by the appropriate governing authorities, and consider the needs and expectations of the community being served;

WHEREAS, These established policies and procedures provide clear ways for individuals to request reconsideration of library materials, and processes to ensure that the best interests of the entire community or student body are considered when evaluating library content;

WHEREAS, Librarians have a master's degree and receive extensive professional training that prepares them to develop collections not based on librarians' personal preferences or beliefs but designed to meet the broad and varied interests and needs of their communities and students;



WHEREAS, Parents and guardians have the right to determine what their own children may read, but do not have the right to determine what all children may read, because no single book is right for everyone but one book can make a significant difference in one life;

WHEREAS, In the last two years there has been a significant increase in censorship activities in Texas, resulting in books being removed from library shelves without following policies and procedures that are established to address challenges to library materials; now, therefore, be it

RESOLVED, That the Texas Library Association, on behalf of its members:

1. Actively supports and defends intellectual freedom; and
2. Upholds all individuals' right to free inquiry and the equally important right to form their own opinions.

Approved by the College and University Libraries Division Executive Board  
– July 5, 2022

Approved by the Public Libraries Division Executive Board- June 29, 2022

Approved by the Special Libraries Division Executive Board – June 30,  
2022

Approved by the Texas Association of School Librarians Executive Board –  
June 27, 2022

Approved and submitted by the TLA Legislative Committee – July 1, 2022

Approved by TLA Executive Board – July 7, 2022

Approved by TLA Council – July 8, 2022

## LONGVIEW PUBLIC LIBRARY STATEMENT ON BOOK BANNING

The Longview Public Library is committed to upholding the 1st Amendment rights of all patrons, in order to ensure each person's Freedom to Read is protected. Over the course of the past year, nationwide and particularly in Texas, books have increasingly become challenged. Challenging a book in a public library is a very complicated process because public libraries are designed to serve the community at large. In fact, each librarian upholds a code of ethics from the American Library Association that states, "We uphold the principles of intellectual freedom and resist all efforts to censor library resources."

Our mission here at the library is always to provide "a broad range of resources to entertain and enlighten" the over 58,000 registered patrons at our library. When trying to find relevant content for a community of our size, we are destined to find materials that are deemed controversial in several subject matters. Nonetheless, it is very important to note that while our librarians play an active role in researching and finding the most relevant and highly awarded books available, we also rely heavily on book requests that come directly from patrons. Our philosophy here at the library will always be to make this library the people's library and not just ours. This philosophy is backed up by our acquisitions of nearly all patron request forms and by our Library's removal policy created by the Texas State Library and Archives Commission (TSLAC). In the CREW method issued by TSLAC, it recommends for libraries to consider removing materials out of their collection that have not been checked out in 3-5 years. Therefore, all content in our library is either new purchases or materials checked out within 3-5 years to ensure we are providing the most relevant content possible.

Our Library also highly recommends, particularly to concerned parents, to monitor or research what their children specifically choose to check out to read. With a diverse community, comes diverse libraries as well. We fully appreciate and acknowledge that while certain reading content is suitable for one family, it may not be suitable for another family. Our Collection Development Policy does state the following, "The library staff does not serve in loco parentis. It is the parent(s), and only the parent(s), who may restrict their children, and only their own children, from access to library materials. Responsibility for children's reading rests with their parent(s) and/or legal guardian(s). Selection will not be inhibited by the possibility that materials may inadvertently come into the possession of children." (pg 7)

Furthermore, if the library chooses to serve as censors of book materials, then not only are we going against the American Library Association's Code of Ethics, the Texas Library Association's Resolution on Freedom to Read, you, as your 1st amendment rights to have access to free and relevant content, but we are also

subject to legal action that has been fought and won in favor of plaintiffs against book banning. For example, in the case *Sund vs. City of Wichita Falls*, the City of Wichita Falls had several patrons complain about LGBTQIA+ books in their library's collection. The library chose not to censor the books, therefore patrons went to the City Council instead. The City Council of Wichita Falls decided if the patrons could get 300 signatures to place the books in the restricted area of the library, then they would. The patrons did get the signatures and the books were placed in the restricted area. However, a mother, Pamela Sund, wanting to read these books to her children and also wanting to make sure her children had equal access to those books, sued the City of Wichita Falls for violating her and her children's first amendment rights. The court voted unanimously in favor of the plaintiffs, and the City of Wichita Falls was forced to uncensor the books and pay any costs and taxes associated with the case with taxpayers' money.

In nearly all situations across the country, book banning does not stop books from being acquired and read. In fact, research shows just the opposite occurs. These books increase their profits significantly and in some cases sell out. Our library's stance will always be for you to stay informed of the content you or your family choose to read, which is your constitutional right, and the right of all patrons who use our library.

## REQUEST FOR RECONSIDERATION FORM

Request initiated by _____		
Address _____		
City _____	State _____	Zip _____
Telephone _____	email _____	

Request made on behalf of <input type="checkbox"/> Yourself <input type="checkbox"/> An organization (name) _____
--

The item to be reconsidered is a <input type="checkbox"/> Book <input type="checkbox"/> Periodical <input type="checkbox"/> Audio <input type="checkbox"/> Video	
Title _____	
Author _____	
Publisher _____ Date _____	
1. Did you read/view/listen to the entire work? <input type="checkbox"/> Yes <input type="checkbox"/> No	
2. What is your objection? Please be specific. Cite pages.	
3. What is positive about the work?	
4. For what library patrons would you recommend this work?	
5. What do you believe is the theme of this work?	
6. In its place, what work would you recommend that would convey as valuable a perspective of the subject treated?	
<input type="checkbox"/> I want this item moved to a different area of the collection	
<input type="checkbox"/> I want this item removed from the collection	
_____	_____
SIGNATURE	DATE



Longview Public Library  
222 W. Cotton Longview, TX 75601

Date received: \_\_\_\_\_  
Staff member: \_\_\_\_\_

## NUMBER OF ITEMS IN COLLECTION BY ITEM TYPE

<u>Call Number</u>	<u>Item Type</u>	<u>Number</u>
ACD	ADULT COMPACT DISC	3,856
AF	ADULT FICTION	23,366
ANF	ADULT NON-FICTION	24,014
B	BIOGRAPHY	3,230
BLURAY	BLU-RAY	2,690
BRA	BRAILLE	160
DVD	DVD	9,962
E	EASY READER	17,219
EQU	EQUIPMENT	93
FCD	FEDERAL COMPUTER DISC	1
FPR	FEDERAL DOCUMENTS REFERENCE	1,098
FPC	FEDERAL PRINT CIRCULATING	134
GEN	GENEALOGY	9,698
GCC	GRANT CENTER CIRCULATING	6
GCR	GRAND CENTER REFERENCE	39
GN	GRAPHIC NOVELS	2,054
COMIC	GRAPHIC NOVELS 12 & UNDER	1,711
JB	JUVENILE BIOGRAPHY	2,017
JBB	JUVENILE BOARD BOOK	706
JBC	JUVENILE BOOK-CD	51
JCD	JUVENILE COMPACT DISC	551
JDVD	JUVENILE DVD	1,431
JF	JUVENILE FICTION	9,956
JNF	JUVENILE NON-FICTION	11,509
LPF	LARGE PRINT FICTION	9,912
LPNF	LARGE PRINT NON-FICTION	633
MP3	AUDIO BOOK ON MP3 CD	351
REF	REFERENCE	3,169
SRL	SERIALS	11
SPA	SPANISH	1,267
SPAJ	SPANISH JUVENILE	1,265
SPAR	SPANISH REFERENCE	1
TEX	TEXANA	1,917
VFLH	VERTICAL FILES LOCAL HISTORY	877
VIDEO GAME	VIDEO GAMES	27
YA	YOUNG ADULT FICTION	5,744
YACD	YOUNG ADULT CD	248
YANF	YOUNG ADULT NON-FICTION	1,257
YASPA	YOUNG ADULT SPANISH	75
<b>TOTAL</b>		<b>152,899</b>

**SELECTION ASSIGNMENTS AND BUDGET ALLOCATIONS**  
**FISCAL YEAR 2022-2023**

Fund	Account	Responsibility	Amount
Updates/Serials:	52506	Acquisitions Librarian	\$ 9,316.00
Audio/Visuals:	52705	Acquisitions Librarian	\$ 33,500.00
Microform:	52507	Acquisitions Librarian	\$4,333.00
City Budget:	52703	Acquisitions Librarian	\$ 35,000.00
Gregg/Harrison County Budget:	52704	Acquisitions Librarian	\$ 35,000.00
Subscription Services:	55004	Acquisitions Librarian	\$ 89,868.00

The budget for books (accounts 52703 and 52704) is allocated to Library divisions based upon last year's circulation levels as adjusted for the current price of books. To determine circulation levels, the circulation statistics for last year were divided by item type:

Adult Fiction:	F, MYS, SF, WES
Adult Non-fiction:	ANF, B, FNF, FPC, GCC, PRO, SC
Large Print:	LP
Graphic Novel:	GN, COMIC
Juvenile Fiction:	JF
Juvenile Non Fiction:	JB, JNF
Young Adult:	YA, YAN
Easy Reader / Board Books:	E, JBB

A percent of circulation was then determined and multiplied by the total amount of money allocated for books, minus money set aside for genealogy/local history. Since genealogy books do not circulate and money is not allocated in other funds, a set amount is allocated for this area.

Amounts budgeted for each division are listed below. These amounts are not absolutes, nor guarantees, but recommendations to ensure that the budget for books is fairly distributed among the departments. All funds will be expended by the end of the fiscal year. Requests not filled in one fiscal year will be held for the next fiscal year.

<b>Physical Collection</b>	<b>Budgeted</b>	<b>Responsibility</b>
*Acquisitions Librarian makes selections in all categories		
<i>Adult Non-Fiction</i>		
000s	\$275	
100s	\$400	Leah, Page
200s	\$590	Page
300s	\$1,025	Jennifer
400s	\$500	Bronwyn
500s	\$270	Jennifer
600s	\$1,750	Bronwyn
700s	\$700	Leah
800s	\$215	Jennifer, Page
900s	\$700	Jennifer, Page
Biography	\$700	Jennifer, Page
Genealogy	\$0	Christian
<i>Adult Fiction</i>		
General Fiction	\$8,450	Christian, Leah
Mystery	\$3,015	Christian, Paula
Science Fiction	\$625	Bronwyn
Western	\$375	
Large Print	\$10,750	
Spanish	\$700	Evelyn
<i>Youth</i>		
Easy Readers/Board Books	\$10,400	Terri
Juvenile Fiction	\$10,400	Terri
Juvenile Non-Fiction	\$4,200	Terri
Young Adult	\$3,450	Jennifer, Terri
Comics	\$5,770	Bronwyn
Graphic Novel	\$4,740	Bronwyn
<i>Total Allocated</i>	<i>\$70,000</i>	
<b>Electronic collection</b>		
Microfilm (digital)	\$4,333	Leah
Digital newspapers, databases	\$51,509	Leah
E-book subscriptions	\$38,359	Leah, Jennifer
<i>Total Allocated</i>	<i>\$94,201</i>	
<b>Physical Reference</b>		
Serials and Updates	\$9,316	
<b>TOTAL OVERALL</b>	<b>\$173,517</b>	

## PRINT SELECTION TOOLS

### PERIODICALS

Title: *Booklist*  
Subject: Book reviews, audiovisual reviews  
<http://www.ala.org/booklist>

Title: *Horn book magazine*  
Subject: Children's literature, bibliography, periodicals.  
<https://www.hbook.com/>

Title: *Kirkus reviews*  
Subject: Book reviews  
<https://www.kirkusreviews.com/>

Title: *Library journal*  
Subject: Libraries, reviews  
<http://www.bookwire.com/ljdigital>

Title: *The New York review of books*  
Subject: Books, reviews, periodicals.  
<http://www.nybooks.com/nyrev/index.html>

Title: *Publishers weekly*  
Subject: American literature, bibliography, periodicals, publishers and publishing  
<https://www.publishersweekly.com/>

Title: *School library journal*  
Subject: School libraries, periodicals, children's libraries, young adults' libraries  
<https://www.slj.com/>



## INTERNET SELECTION TOOLS

Listed below are Internet links to review and book list sources. Some of these sites are professional sources with critical reviews. Others link to commercial sites. It is important to remember the source of the reviews. This is not a definitive list but a starting point.

### **REVIEW SOURCES**

*BookBrowse* <http://www.bookbrowse.com> Lengthy excerpts of bestsellers

*Booklist* <http://www.ala.org/booklist>

*BookPage* <http://www.bookpage.com> Fiction by genre; Children's books

*Bookriot* <https://bookriot.com/>

*Bookwire* <http://www.bookwire.com>

*Goodreads* <http://www.goodreads.com/>

*Library Journal* <http://www.libraryjournal.com/>

*Midwest Book Review* <http://www.midwestbookreview.com/>

*New York Review of Books* <http://www.nybooks.com/nyrev/index.html>

*New York Times Book Review*

<http://www.nytimes.com/ref/books/review/br-back-issues.html>

Reviews going back to 1980

*Quarterly Black Review* <http://www.qbr.com/>

*REFORMA* <http://www.reforma.org/> Spanish language materials

### **CHILDREN'S BOOKS AND SERVICES**

*Association for Library Service to Children (ALSC)*

<http://www.ala.org/alsc/awardsgrants/notalists>

*Children's Book Council* <http://www.cbcbooks.org> Links to authors, librarians, parents, booksellers, artists, and teachers

*Young Adult Library Services Association (YALSA)*

<http://www.ala.org/yalsa/booklistsawards/booklistsbook>

### **ONLINE BOOKSTORES**

*Amazon* <http://www.amazon.com> Booklists useful; reviews unreliable

*Barnes & Noble* <http://www.barnesandnoble.com> Booklists useful

*Highsmith Press* [http://isbndb.com/d/publisher/highsmith\\_press.html](http://isbndb.com/d/publisher/highsmith_press.html)

## AWARDS LISTS

*ALA Notable Books* <https://www.ala.org/alsc/awardsgrants/notalists/ncb>

*Academy Awards* <https://www.oscars.org/>

*Agatha Awards* <https://www.malicedomestic.org/agatha-awards.html>

*Audie Awards* <https://www.audiopub.org/members/audies>

*Bram Stoker Awards* <https://www.thebramstokerawards.com/>

*Caldecott Medal*

<https://www.ala.org/alsc/awardsgrants/bookmedia/caldecott>

*Coretta Scott King Award* <https://www.ala.org/rt/emiert/ckskbookawards>

*Hugo Award* <https://www.thehugoawards.org/>

*Lambda Literary Awards* <https://lambdaliterary.org/awards/>

*Booker Prizes* <https://thebookerprizes.com/>

*National Book Award* <https://www.nationalbook.org/>

*Nebula Awards* <https://nebulas.sfwaweb.org/>

*Newbery Medal*

<https://www.ala.org/alsc/awardsgrants/bookmedia/newbery>

*Nobel Prize in Literature*

<https://www.nobelprize.org/prizes/lists/all-nobel-prizes-in-literature/>

*Pulitzer Prize* <https://www.pulitzer.org/>

*RWA Awards* <http://rwa.org>

*Spur Awards* <https://westernwriters.org/spur-awards/>

*Stonewall Book Award*

<https://www.ala.org/rt/rrt/award/stonewall/honored>

*Thriller Awards* <https://thrillerwriters.org/thriller-awards/>

*TLA Awards and reading lists*

<https://txla.org/tools-resources/reading-lists/>

*Will Eisner Comic Industry Award*

<https://www.comic-con.org/awards/eisner-awards-current-info>