

SPRINGDALE PUBLIC LIBRARY
Policies and Procedures

Collection Development: Subscription Databases

Affects: All Functions	Effective Date: March 21, 2007	Review Date:	Number
Signature: Name: Title: Board President			

A. Purpose

The purpose of this policy is to establish criteria for the selection of online subscription databases.

B. Policy

Online subscription databases are chosen to complement the print reference resources. Selection is in keeping with the mission statement of the library and should reflect the needs of the community. Professional review sources, trial subscriptions, vendor contacts, online demos, and librarian recommendations are all tools to be used when considering a database.

Selection factors include: value as a reference tool, unique information not found elsewhere in the library, cost, space needs, availability and desirability of information in print format, and availability of remote access.

Springdale Public Library provides access to subscription databases through the Washington County Library System and the Arkansas State Library Traveler Project. Springdale Public Library also selects subscription databases that are solely for SPL patrons.

Retention of subscription databases will be based on patron use, as evidenced by vendor usage statistics, cost, and an annual reevaluation based on the above mentioned criteria for selection.

C. Applicability

This policy applies to the selection and retention of online subscription databases.

D. Responsibility

The Director is responsible for the administration of this policy. The Reference Team and the Collection Development Team are responsible for the implementation of this policy.

E. Appendices

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