

Bylaws of the Library

Weeding Policy

Gordon City Library

2025

An up-to-date, attractive, and currently useful collection is to be maintained through a continual discarding and replacing process. New materials meeting the library's standards of materials selection shall be added regularly.

- I. **Local History Materials:** Local history materials such as writing by local authors and materials with local settings are to be retained as long as usable. Issues of the Sheridan County Journal Star are to be kept until microfilm for such issues is available to the library. These are also available at newspapers.com to which the Gordon City Library owns a subscription.
- II. **Duplicates:** Duplicates are to be retained only if their popularity and value warrants.
- III. **Weeding Guideline:** Gordon City Library will meet the following guideline for accreditation:

“65. (required) The library shall continually and systematically weed the collection.”
- IV. **Weeding Schedule:** Weeding shall proceed on an ongoing basis at the discretion of the Library Director. The Library Director may weed as needed due to lack of shelf space or damage to a section. Selected volumes may be retained in the library at the Director's discretion (ex. If a volume is part of a collection, part of the Nebraska Library Commission's Recommended Reading List, etc.)
- V. **Methods of Weeding:** A method of weeding which has been endorsed by library authorities shall be followed choosing materials to discard. Guidelines for the CREW method of weeding are attached.

August 12, 2025

Approved _____

by the Gordon City Library Board of Trustees