

POLICY MANUAL

**Fallon County Library
Baker MT**

Weeding Policy

Materials are subject to removal if:

- Items are worn, stained, or damaged beyond repair
- Items are out-of-date, contain inaccurate information, or are not historically significant
- Newer, more current, or more comprehensible resources are available
- The usage of the item is low
- Duplicates of the item exist within the collection
- The collection is limited in space
- Items removed from the collection may be sold in support of the library, donated to a non-profit organization or destroyed

Reviewed/Approved: 04/12/2016