



Winnipeg Public Library Materials Selection Statement

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Winnipeg Public Library Materials Selection Statement

Purpose

Winnipeg Public Library strives to provide access to a broad range of collections to meet the diverse information and leisure needs of the citizens of Winnipeg. The collections support formal and informal education and are in place to inform, entertain, and enrich individual lives, and include print, digital, and audio formats.

This Materials Selection Statement:

- describes the principles that govern the selection of materials
- defines the scope of the Library's existing collections
- outlines the practices and policies that maintain and develop collections
- provides guidance to staff involved in the materials selection process
- outlines for Library customers the principles and process of how material is selected for the Library.

For information about Winnipeg Public Library Borrower Services, please click [here](#).

Philosophy of Selection

The main goal of materials selection is to provide equitable access to a library collection that meets the diverse needs of public library users in Winnipeg.

Our Goals:

- To have relevant content in our library collections
- To consider input from the community through Suggestions for Purchase
- To explore, evaluate and introduce new ways of providing access to collections and related services including electronic resources and emerging technologies and formats
- To collaborate with other institutions and agencies in resource sharing within Manitoba and Canada

Interlibrary Loan

Books, magazine articles or microfilm reels that are not held at Winnipeg Public Library may be requested, where available, from other library systems or information agencies by using our [Interlibrary Loan Services](#).

Responsibility for Selection

The overall responsibility for materials selection rests with the Manager of Library Services. The Library Services is a Division of the Community Services Department, which operates under the authority of the City of Winnipeg.

Ongoing selection and maintenance of library collections is delegated to professional librarians and qualified staff, who use professional knowledge and judgement, circulation statistics, and public input to inform their decision-making. Library staff and members of our community are welcome to suggest items for consideration.

Selection Criteria

Collections Librarians consider the following general criteria in choosing materials:

- current or historical significance of the author or subject
- attention of critics, reviewers and the public; positive evaluations in review media
- level of current and anticipated demand
- suitability of subject and style for intended audience level
- relevance and currency of content, and relevance to community interests and needs
- Canadian and/or local emphasis
- award winning material
- diversity of perspectives
- availability and suitability for library use, including borrowing
- purchase price and other budgetary considerations, including comparison of content and cost with other available formats
- relationship to the library's existing collection and to other local resources

The whole of a work or resource rather than a part is always considered when making a selection decision. Library material selection may include consultation with external subject matter experts. This consultation is at the Library's discretion, and the Library retains final selection authority.

Scope of the Collection

Winnipeg Public Library collects material that fulfills the educational, informational and leisure needs of the citizens of Winnipeg. Material is collected in a wide variety of formats to meet the diverse needs of Winnipeggers of all ages.

Materials selected also support the development of early childhood and adult literacy skills and encourage and strengthen acquired reading skills for Winnipeggers of all ages.

Intellectual Freedom

Winnipeg Public Library supports each individual's right of access to all expressions of knowledge, creativity, and intellectual activity.

Accordingly, the Library has a responsibility to acquire and provide access to materials that represent a wide diversity of subjects and perspectives, including those which may express controversial, unconventional, or unpopular ideas.

Not all materials selected will be suitable for every individual or group.

The presence of an item in the collection does not indicate an endorsement of its content by the Library.

Winnipeg Public Library supports the [Canadian Federation of Library Associations' Position Statement on Intellectual Freedom and Libraries](#) (included as Appendix 1), which includes the support and promotion of the universal principles of intellectual freedom as defined in the Universal Declaration of Human Rights. The Universal Declaration includes the freedom to hold opinions and to seek, receive, and impart information and ideas through any media.

Parental and/or Guardian Responsibility

Responsibility for children's choice and use of resources rests with their caregiver(s). The Library asserts that the parent(s) or legal guardian(s) holds the right and responsibility to guide and direct the reading, listening, and viewing choices exclusively for their own children.

The Library's selection, classification, and display of materials is not restricted by, and will not eliminate the possibility that children may read, listen to, view, or borrow items that their parent(s) or legal guardian(s) may consider inappropriate.

No item will be excluded from the library collection on the basis of its potential availability to children.

Public Input

Winnipeg Public Library encourages community input and feedback on Library collections through suggestions for the purchase of items that enhance the overall collection. The Library will evaluate all suggestions using the same selection criteria that inform all collection purchases.

Suggestion for Purchase forms can be found on the Library's [website](#).

Winnipeg Public Library does not accept donations of books, movies, magazines, or other media. Physical item donations can be made to the [Friends of the Library](#) for their book sales. Proceeds from these book sales support Winnipeg Public Library projects.

Materials Reconsideration

Winnipeg Public Library also recognizes the right of any individual or group to question the inclusion of specific materials in the collection.

Requests for the Library to review an item may be made on the Request for Reconsideration of Library Material form available at all branches. Only one Request for Reconsideration may be made per title. All requests will be reviewed in relation to the selection criteria outlined in the Materials Selection Statement. A written response will be provided within 30 days.

Collection Management

Winnipeg Public Library has an ongoing program of collection evaluation and maintenance.
For more information see [Winnipeg Public Library's Weeding Statement](#).

Revision of the Materials Selection Statement

This Materials Selection Statement will be reviewed regularly.

Revised: June 30, 2025

Appendix 1 - Statement on Intellectual Freedom and Libraries

Approval History: ~ CLA: June 27, 1974. Amended November 17, 1983; November 18, 1985; September 27, 2015. CFLA-FCAB: Adopted August 26, 2016; Reviewed April 12, 2019.

The Canadian Federation of Library Associations recognizes and values the Canadian Charter of Rights and Freedoms as the guarantor of the fundamental freedoms in Canada of conscience and religion; of thought, belief, opinion, and expression; of peaceful assembly; and of association.

The Canadian Federation of Library Associations supports and promotes the universal principles of intellectual freedom as defined in the Universal Declaration of Human Rights, which include the interlocking freedoms to hold opinions and to seek, receive and impart information and ideas through any media and regardless of frontiers.

In accordance with these principles, the Canadian Federation of Library Associations affirms that all persons in Canada have a fundamental right, subject only to the Constitution and the law, to have access to the full range of knowledge, imagination, ideas, and opinion, and to express their thoughts publicly. Only the courts may abridge free expression rights in Canada.

The Canadian Federation of Library Associations affirms further that libraries have a core responsibility to support, defend and promote the universal principles of intellectual freedom and privacy.

The Canadian Federation of Library Associations holds that libraries are a key institution in Canada for rendering expressive content accessible and affordable to all. Libraries are essential gateways for all persons living in Canada to advance themselves through literacy, lifelong learning, social engagement, and cultural enrichment.

Libraries have a core responsibility to safeguard and facilitate access to constitutionally protected expressions of knowledge, imagination, ideas, and opinion, including those which some individuals and groups consider unconventional, unpopular or unacceptable. To this end, in accordance with their mandates and professional values and standards, libraries provide, defend and promote equitable access to the widest possible variety of expressive content and resist calls for censorship and the adoption of systems that deny or restrict access to resources.

Libraries have a core responsibility to safeguard and foster free expression and the right to safe and welcoming places and conditions. To this end, libraries make their public spaces and services available to individuals and groups without discrimination.

Libraries have a core responsibility to safeguard and defend privacy in the individual's pursuit of expressive content. To this end, libraries protect the identities and activities of library users except when required by the courts to cede them.

Furthermore, in accordance with established library policies, procedures and due process, libraries resist efforts to limit the exercise of these responsibilities while recognizing the right of criticism by individuals and groups.

Library employees, volunteers and employers as well as library governing entities have a core responsibility to uphold the principles of intellectual freedom in the performance of their respective library roles.

You can find CFLA-FCAB's Position on Third Party Use of Publicly Funded Library Meetings Rooms and Facilities: An Interpretation of the Canadian Federation of Library Associations' Statement on Intellectual Freedom and Libraries [here](#).