



# **Winnipeg Public Library Weeding Statement**

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# Winnipeg Public Library Weeding Statement

## Statement of Purpose

Winnipeg Public Library strives to provide access to a collection that meets the diverse information and recreational needs of the citizens of Winnipeg.

This Weeding Statement:

- describes the principles that guide the weeding of materials
- outlines how material is weeded from the Library collection
- describes who is responsible for weeding the Library collection
- explains how the Library disposes of weeded materials

## Principles of Weeding

Weeding is the continuous systematic withdrawal of materials to maintain the integrity of the library's collection.

The Winnipeg Public Library's collection is dynamic, with new items added continually. To support an up to date and in-demand collection, there is an ongoing need to use library space effectively. Weeding library materials is an important component of collection development, as it makes shelf space available for new items, which contributes to a more accessible and inviting collection.

Weeding decisions support the Library's [Materials Selection Statement](#) by ensuring material available to customers is high-interest and current.

Weeding is done to:

- maintain a collection which reflects current and anticipated community needs
- remove outdated, inaccurate, and duplicate materials from the collection
- remove worn or unused materials from the collection
- ensure the collection is displayed attractively
- utilize the available space in the library effectively

## Collection Maintenance and Weeding Criteria

Factors considered when weeding materials include, but are not limited to:

- frequency of circulation and use
- item condition
- inaccurate or outdated information

- availability of copies in other Winnipeg Public Library branches
- local and historical significance
- relevance to the needs, interests, and current demand of the community
- availability of other material on the subject in the collection

Collectability or rarity is not a major component of the Library's collection responsibility.

### **Responsibility for Weeding**

Professional librarians and library staff decide when unused items, unnecessary duplicates, and outdated, worn, or damaged materials are to be removed from the collections. The same evaluation criteria used to select materials is also used to weed them.

### **Disposition of Weeded Materials**

Weeded materials in good condition are sold in library book sales and can be provided to non-profit organizations (like the [Friends of the Library](#)), or if unsuitable for re-use, sent to recycling. Records for these items are removed from the library catalogue when the materials are removed from the collection.

### **Replacement Materials**

Weeded materials are not typically replaced; all repurchasing is consistent with the [Library Material Selection Statement](#). Replacement purchases are limited to works that are relevant, available for purchase, and within budget.