

NOV

14

Weed What!?

streamline your collection



Kentucky Department
for Libraries and Archives



INSTITUTE of
Museum and Library
SERVICES

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To Do List:

- Define it & why we do it
- Developing a plan
- Weeding
- Options for weeded items

What Do You Think?

Weeding accountability

Ian Chant's "The Art of Weeding" (*LJ* 6/15/15, p. 34–37; ow.ly/PHqvl) downplays and even omits the direction that apparently the American Library Association condones: a fast move toward digitizing public library collections without the input of the public. The public in Alameda County was never consulted as to the direction our library was taking when [it] threw out almost 400,000 books over two year[s]. Records of the books thrown out were never kept. When we requested this information we were stonewalled.

Librarians should not operate the library as a fiefdom without responsiveness to the public. No organization, let alone a public institution that has guarded democracy for us by supplying us with all kinds of information, including that from the past, should be above accountability and transparency.

The current library administration of both Alameda County and Berkeley are turning our libraries over to corporations that decide what books they will make available to us based on what sells best. The library administrators are now donating our public property, the books, to Discover Book Corp., [which] will sell them for a profit on Amazon and eBay. Those of us who support the libraries with our tax dollars object to the further enrichment of for-profit corporations by our tax dollars.

The "weeding" that has been done is not traditional, legitimate weeding. We

believe that libraries should be repositories for older books and places where the public can do research. Spaces for storage should be created as they have done in Marin County, CA. Public libraries are the university of the people. Library administrators, to the horror of traditional librarians and many patrons, have become the handmaidens of corporate interests in violation of the principle that Franklin Delano Roosevelt clearly stated. He warned us of the dangers of limiting access to information in public libraries "by certain types of self-constituted leaders who decide what is best for [the public]." FDR writes, "To bring together the records of the past and to house them in buildings where they will be preserved for the use of men and women in the future, a Nation must believe in three things. It must believe in the past. It must believe in the future. It must, above all, believe in the capacity of its own people...to learn from the past so that (they) can gain in judgment in creating their own future."

—Dorothea Dorenz, *Library Book Savers of Alameda County, Berkeley, CA*

Keep copyright at LC

Spot on, Kevin Smith ("Does the Copyright Office Belong in a Library?" Peer to Peer Review, ow.ly/PHqOB). I hear others are tired of the Copyright Office (CO) complaining about being inside the Library of Congress (LC). The CO staff have a lot of professional background with rights holder organizations or law firms



**Libraries exist to make
information available, not to
warehouse unused books.**

-Jeanette Larson, SLM Program
Workshop on Collection Development





What is Weeding (Deselection)?

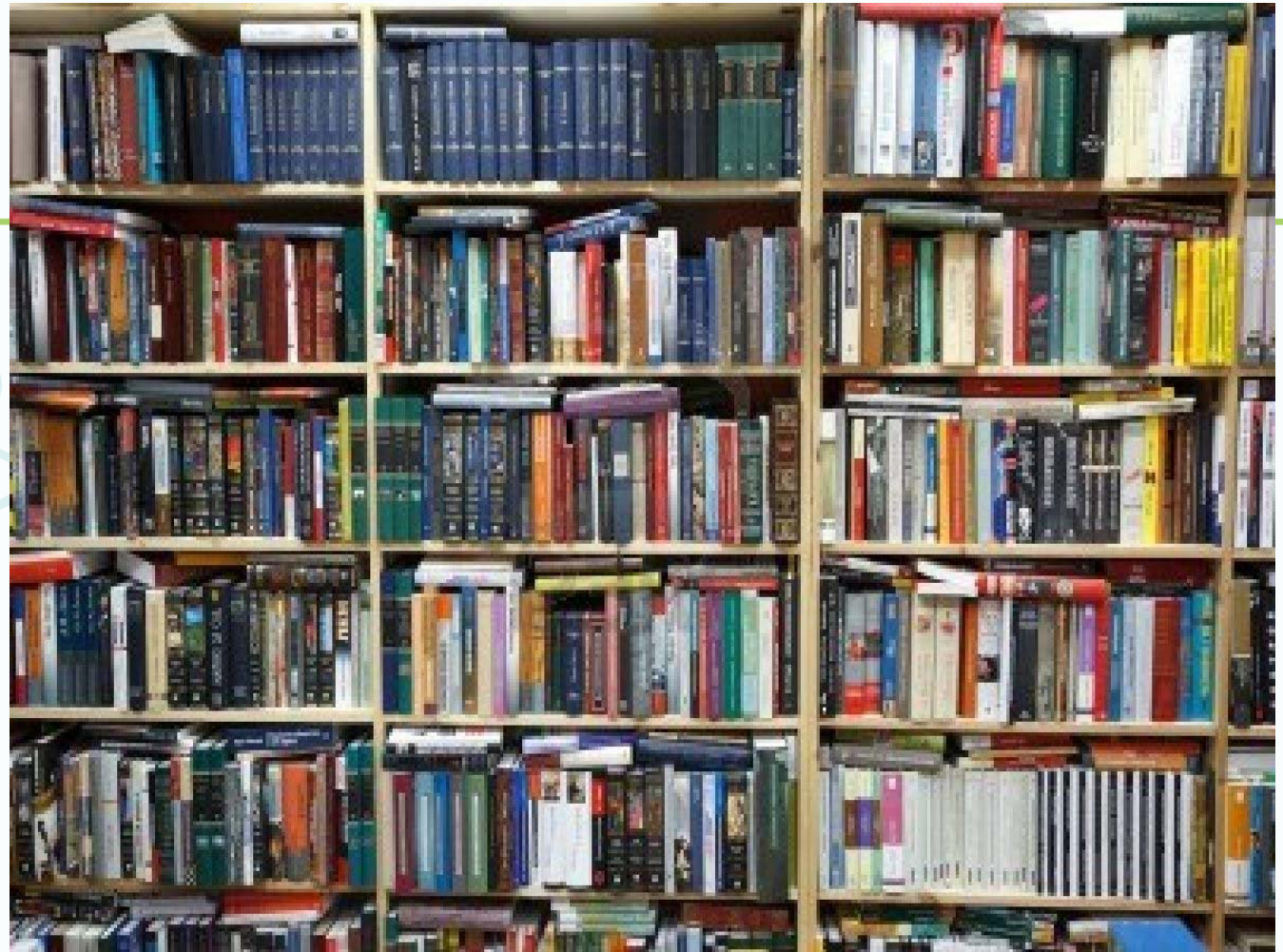
- A process for removing books [materials] that no longer fit within the collection guidelines, are in poor condition or are outdated.
- This includes electronic materials

Why Should We Do It?

- Make room for new material
- Accessibility
- Encourage browsing
- Make searching easier and quicker
- Keep collection current & useful
- Maintain accuracy
- Highlight the good stuff!
- Increase circulation!



This?



Or This?!



Why We Don't Do It

- We love books
- Someone might need it.

- It was bought with taxpayers money.
- It's a classic...children today should read it.
- Can't afford to replace it.
- It was donated by someone important.
- What if someone in the community found out.
- Don't have the time.

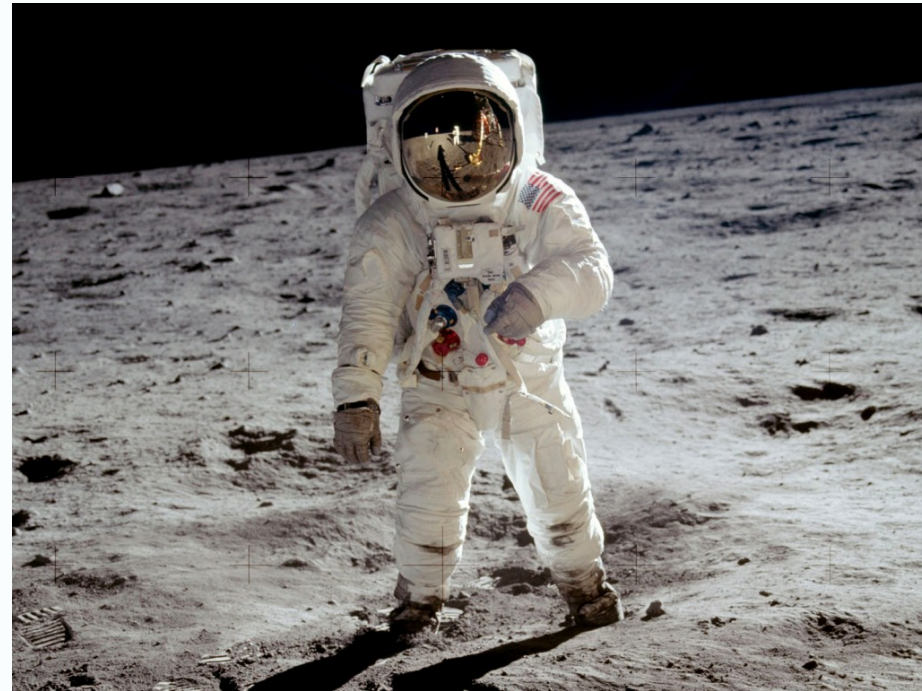





Getting Started

- Community/Collection Needs Assessment
- Collection Development Policy Manual
- Communication & Buy-in
- Weeding Criteria

"When I was weeding a school media collection, I decided that my criteria for nonfiction would be that if any book had a copyright older than my mother-in-law, it was going to be tossed, including the astronomy book that said, **'One day, man will walk on the moon.'** Problem was, that left me with almost no books."



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- Is the book's content outdated or largely outdated?
 - What do members of the faculty say? Do faculty members recommend that the book be kept?
 - What do members of the staff say? Do staff members recommend that the book be kept?
 - What do students say? Do members of the student body recommend that the book be kept?
 - How many times has the book circulated? Has it circulated within the last five years?
 - Is the book irrelevant to the needs and interests of customers?
 - Has the book been superseded by something else? Has a subsequent edition been added? Is there a better book that should be obtained instead?
 - Is the book physically damaged and beyond repair?
 - Can selected books be obtained easily and quickly through interlibrary loan?
 - Is the book requested by other libraries via interlibrary loan?
 - Is the book considered a 'classic' contribution to the field (and therefore, it should be retained)?
 - Is the book a second copy? Are there good reasons to retain multiple copies of a book?"



Doing The Weeding Work

- Criteria
- Method
- Logistics
- Materials


Criteria (a.k.a. should I weed it?)

- Misleading content
 - *Outdated*

- Ugly
 - *Worn, dirty, books with dated illustrations & art*
- Superseded
 - *Replaced by newer edition, format...*
- Trivial
 - *Mediocre content, not well written*
- Irrelevant
 - *Does not relate to your collection, community*
- Elsewhere
 - *May be obtained elsewhere*

Also Consider:

- ✓ The library's selected service responses and resultant goals
- ✓ The needs and demands of the library's community of users
- ✓ The availability of more suitable material
- ✓ The ability of the budget to provide funds to purchase more satisfactory items
- ✓ The relationship of a particular item to others on that subject
- ✓ Low usage

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- ✓ The degree to which the library serves as an archive or local history center
 - ✓ The possible future usefulness of a particular item
 - ✓ The availability of more current information on the Internet
 - Special considerations
 - Local interest
 - Local authors
 - Special collections
 - Rare books



Method

- Determine approach to be used

- Quick & Dirty

- *Dirty, dusty, worn, duplicates*

- *Can be done continuously-i.e. when items returned at Circulation Desk*

- By Use

- *Run circulation statistics*

- *Set criteria*

- *Promote low use/good quality materials*

- By Classification-DDC

- By Section

CREW Method

➤ Continuous

➤ Review

➤ Evaluation

➤ Weeding

M.U.S.T.I.E. plus copyright date and last checkout date



15 Minutes To A Better Collection Process

1. Standing in front of a shelf slightly pull out the books that look like they might need to be weeded (approx. 1 minute)
2. Look at each book that you have selected and apply your method of and criteria for weeding to the book. Decide whether or not to weed the book (approx. 4 minutes)
3. Take the books selected to be weeded to a workstation and delete them from the catalog. Remove markings and deprocess the book. Decide what to do with the weeded books. (approx. 10 minutes)

Logistics

- Work in a two person team
- Do small sections at a time and shelf read as you go
- Finish each section before you move on
- Weed for only an hour at a time
- Choose a time with little traffic so that you are not in anyone's way (and no one is in yours)
- Be comfortable
- Have materials gathered together

Materials

- Prepared book flag form w/ options
- Book trucks
- Circulation reports
- Shelf place markers
- Post-Its
- Pens

Withdraw
 Mend
 Replace
 Transfer
 Check further
 Other

Notes:

So Many Books, So What To Do With Them?

- ✓ Repair
- ✓ Book Sale
- ✓ Donate
- ✓ Online book seller (Better World Books)
- ✓ Recycle, Reuse – upcycle, crafts (Recycled Reads)
- ✓ Dispose of

****Catalog Clean Up-Make sure to remove weeded items from your library ILS and OCLC. Do an Inventory!!!****

Resources

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- Dorenz, Dorothea. Weeding accountability Letter to the Editor. Library Journal. 8/1/2015, Vol. 140 Issue 13, p10
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<http://lj.libraryjournal.com/2015/06/managing-libraries/the-art-of-weeding-collection-management/#>
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- Singer, Carol A. *Fundamentals of Managing Reference Collections* (Chicago: ALA), 2012. pg. 92-118.
- Vermont Dept. of Libraries: <http://libraries.vermont.gov/node/2062>
- ALA's Book Donation Programs link:
<http://www.ala.org/tools/libfactsheets/alalibraryfactsheet12#discards>