

Weeding

I. Weeding and Withdrawal

The Leon Public Library maintains an active policy of withdrawal based on the elimination of outdated material, books no longer of interest or in demand, unneeded duplicates, and worn or mutilated copies. Frequency of circulation, community interest, and availability of newer or more valid materials are prime considerations.

Local history materials are an exception, as are important books such as classics, and award winning children's books. Fiction, once popular but no longer in demand, and nonfiction books which are purchased to meet demands no longer existing are withdrawn from the collection.

II. Disposal of Withdrawn Materials

After materials have been withdrawn, they will be disposed of in one of three ways:

1. Gifts to other libraries-materials in good condition which are found to be inappropriate for our collection, no longer needed, or of a special research nature may be given to other libraries.
2. Book Sale-outdated, damaged or worn materials which may be of interest to others will be sold at a book sale held periodically.
3. Discards-materials of very limited use to the general public, such as old statistical reports, outdated directories, documents, etc., or materials in very poor physical condition are discarded through the City of Leon waste disposal system.

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