

**Community Library Association Collection Development Policy**  
**for**  
**Cooper-Siegel Community Library and Sharpsburg Community Library**

***Who We Serve***

Cooper-Siegel Community Library (CSCL), and its branch, the Sharpsburg Community Library (SCL), serve the six municipalities comprising the Fox Chapel Area School District. Library card-holders from throughout Allegheny County also use the library through its membership in the Allegheny County Library System. The district is racially, ethnically, religiously, and socioeconomically diverse. We strive to offer materials, programs, and services that reflect our diverse communities. Read more about area demographics here ([ACLA 2019 Study](#)).

***Selection Criteria***

Cooper-Siegel Community Library strives to provide quality materials that entertain and educate. Purchases are made based on industry reviews, award committees, countywide requests for materials, and patron suggestions ([Suggestion Form](#)). Our local collection is supported by the 45 other public libraries in our county which allows us at CSCL and SCL to focus on materials with wide-ranging interests more than those that are archival or academic in nature. The library's collection is reviewed and revised on an ongoing basis to meet the changing needs of the community. Read more about selection criteria, including our self-published material policy, here ([Self-Publishing Policy](#)).

***Reconsideration Process***

Cooper-Siegel Community Library firmly upholds the community's right to access information ([American Library Association Library Bill of Rights](#)) even when the content is controversial, unorthodox, or unacceptable to others. Each member of the community can determine what is most appropriate for their needs. If a member of the community is concerned with an item in our collection, we invite them to have a conversation with our staff. If they still wish CSCL to reconsider the material, a [Materials Reconsideration Request form](#) can be completed. A committee of professional librarians will review requests and a written response will be sent to the community member.

### ***Diversity***

Cooper-Siegel Community Library recognizes the importance of selecting materials that act as windows and mirrors for our patrons. Materials created by OWNvoices writers (those belonging to the group the material is about) will be selected when available. This includes BIPOC (Black, Indigenous and People of Color), LGBTQ+, neurodivergent, and disabled creators. Read more about the library's EDI (equity, diversity, and inclusion) policy [here](#).

### ***Formats***

Cooper-Siegel Community Library offers a variety of formats, opinions, styles and levels of difficulty in order to meet the community's needs and to stay within our budget. We provide titles in a variety of formats including books, audiobooks, DVD/Blu Ray, music CDs/vinyl, ebook/eaudio, magazines, and digital databases.

### ***Topic Organization***

Cooper-Siegel Community Library empowers patrons to find the materials they want and need through a Bookstore Model of organization. Several non-fiction categories are grouped by topic at CSCL. Sharpsburg Community Library, is using a Bookstore Model for adult fiction and non-fiction. Read more about the Bookstore Model at both locations [here](#).