Library of Things
Collection Development Plan & Guidelines

Purpose of the Collection:

The Library of Things of the Klamath County Library Service District (KCLSD) is a collection that offers non-traditional items for patrons to check out. The collection supports KCLSD's mission of providing new and popular materials that "stimulate the imagination and provide leisure activities and experiences," and promoting lifelong learning by offering the resources for patrons to explore topics of personal interest.

In addition to supporting the library's mission and strategic plan, the Library of Things also aims to:

- Support creativity and making and promote experiential learning
- Provide access to resources patrons might not normally have contact with
- Generate more awareness about new and emerging technologies and ideas
- Create better informed consumers and support local businesses by giving patrons a chance to try out something before deciding to purchase
- Create connections within our community by exploring shared interests and collaborating
- Have fun and help facilitate the serendipitous discovery of new and exciting Things.

Selection for the Library of Things falls under KCLSD's general Collection Development rules. These guidelines are not intended to change or alter that policy, merely to clarify some specifics concerning how it applies to the Library of Things.

Types of materials:

General categories have been developed for the Library of Things collection, but these are intended to act as guides for selection, and not to place limits in what can be represented in the collection.

- Arts & Crafts (examples: sewing machine, easy etcher)

- Electronics (examples: digital converter, handheld GPS)

- Kitchen (examples: air fryer, novelty cake pans, food dehydrator)

- Outdoor (examples: horseshoe set, telescope, binoculars)

Donations:

Donations are accepted according to the Collection Development policy https://klamathlibrary.org/library-policies (under "Gifts"). For donation for the Library of Things collection, we ask that patrons speak to the collection selector **before** bringing in their donation to confirm it is something we will be able to take. Most items in good condition and working order are accepted, and receipts for tax purposes can be given. Donations are considered outright and unrestricted, and there is no guarantee that a donated item will end up in the collection.

Guidelines and criteria for selection:

Collection development staff use their training, knowledge and expertise along with the following general criteria to select materials for the collection. The following considerations should apply when selecting materials for inclusion in the Library of Things collection:

- **Processing and circulation** - the size of the item and how it will be packaged and processed should be taken under consideration, for thinking about both how practical checking that item in and out regularly will be. Breakable parts, multiple pieces that could get lost, and the likelihood of an item getting damaged or dirty should be weighed against the cost to purchase, process, and maintain that item.

- **Cost** – as with all collection areas at the library, it falls to the selector to decide about how best to distribute the budget, and what the limits for cost of an item are.

- **Safety** – patron safety is a priority, and potential safety risks that an item poses needs to be considered. We make sure that items are packaged appropriately with visible warning labels if needed.

- **Community interest** – patron feedback and suggestions are gathered through a number of sources (emails, purchase request forms, and in conversation). If something gets enough recommendations, can be reasonably circulated, and is priced within reason, it is added to the collection. We also look at library circulation and programming statistics to get a general sense of what is popular and in demand in our community, and use this information to guide selection.

- **Circulation data and demand** – this collection is an ongoing experiment, and there are times when items get added without knowing whether they will circulate well. Because of this, we often start with just one copy. As demand grows, additional copies should be added to maintain a reasonable holds to items ratio. 5 to 1 would be a good target to aim for, but may not be possible because of cost. Conversely, items that do not circulate well will be removed from the collection per the Collection Development policy.

- **New/trending/popular** – often items or things being talked about widely, or trending in popularity on a large scale, would make good additions to the collection. Check with vendors and review sites to determine what might be the next big thing. Sometimes this may come down to the selectors own experience, knowledge, and intuition.

- **Entertainment and enjoyment** – It is important to keep in mind that one big reason why this collection succeeds is its ability to surprise, delight, and entertain patrons. We want to expand the way patrons think about what is possible at a public library, and give them good, happy feelings while doing it. Adding something to the collection merely because it is fun is a perfectly acceptable reason to do so.

- **Access** – thought should be given to what items might normally be inaccessible to most patrons. Being able to provide people with tools they can benefit from but would not normally come in contact with does make acquiring that item especially important. Access can also mean providing items for checkout that might not be practical for a patron to own (for example, owning and using many different cake pans).

- **Reviews** – consumer reviews of products are essential in detecting what future circulation problems might be encountered, and should be given appropriate consideration.

- **Non-holdable items** – for certain Things, either because of size, cost, or processing/maintenance time, it is not possible to buy enough copies to meet the demand of the holds queue. It might be a good idea to have a plan for non-holdable items in the Library of Things, to avoid patron frustration with wait times and to make sure your items are spending their time circulating and not languishing on the hold shelves.

- **Intended user age** – items intended for children tend to be very popular, but also pose a higher risk of breaking or a part going missing, and this should be considered when selecting materials. Additionally, responsibility for a child's use of library materials lies with the parent/guardian, and an item needing to be appropriate for all ages should not be a significant factor in selection.