

Pinnacle Library Cooperative

Digital Collection Policy

Introduction

Management of the shared Pinnacle Library Cooperative (PLC) eContent collection is maintained by the PinDigital committee - a group of library staff from member libraries who have been given special designation to select, promote, withdraw, and oversee the collection of eBooks, eAudiobooks, eMagazines and other electronic resources.

Access

The materials in the PLC eContent collection are available free of charge to any patron of a PLC member library. Libraries may choose to deny access to patrons whose accounts are not in good standing.

Funding

Funding for the PLC eContent collection is provided through the Pinnacle Library Cooperative annual budget. Each year, the PLC Governing Board allocates funds to be spent on digital materials. Members of the PinDigital committee are responsible for tracking spending through the creation and maintenance of a regular budget.

Membership

The PinDigital Committee consists of at least one representative from each member library. Every member library will also be responsible for an assigned area of collection maintenance. From time to time, where decisions may require a majority vote, each library shall cast one vote.

Selection Criteria

Selection of materials is performed by members of the PinDigital Committee based upon the following criteria:

- Popular demand
- Patron requests
- Broad appeal to the community
- Price
- Availability

Advantage Plus

Advantage plus is an optional feature that Pinnacle libraries utilize to purchase additional copies of high demand materials, patron requests, and other agreed-upon collections. Member libraries must agree to spend at least 70% of their Advantage Plus budget to order extra copies of titles that are owned by the consortium and have holds to fulfill. No more than 30% of each library's Advantage Plus budget may be used towards purchasing unique titles.

Collection Maintenance

Materials which no longer meet the stated selection criteria will be removed from the collection. Titles that are subject to licensing restrictions will automatically be removed once they have expired.

Challenges To Collection

Patrons with concerns about materials in the collection will be directed to the online "Request for Reconsideration of Materials" form. The request form will be reviewed by the Committee and a recommendation will be made to the Governing Board. The board will then make the final determination, and the patron's home library will follow up with the patron.

The complainant must be a resident of a member library. Until a decision is reached, a title will remain in the collection.

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