

## Collection Development Policy

Holy Spirit Parish Library strives to provide books and other materials for the children, young adults and adults of Holy Spirit Parish to strengthen the faith of its parishioners as well as teach Catholic doctrine. One or more of the following standards are applied when selecting materials:

The item supports the teachings of the Catholic Church and follows the Magisterium of the Catholic Church

The item has been requested by staff or parishioners

The item fills a gap in the collection

The item is archival material that is unique to Holy Spirit

## Donation Policy

Holy Spirit Parish Library will accept donations of books, CD's and DVD's that meet the Collection Development Policy. In addition, items must be in good condition; must be relevant; must be current; and must not be already in our collection. *Please note: we are not able to accept Bibles* (please see information regarding disposal of Bibles and religious items). Any donated items received that do not comply with the Collection Development Policy and the Donation Policy may be donated to other charitable organizations, book sales, or recycling centers.