

2011 LOM Beginner's Workshop WEEDING

Why weed?

- Your library shelves are valuable real estate.
- Weeding increases the circulation of your collection.
- Patrons are happier because they find what they want more easily and quickly.
- Staff time is saved because materials are easier to shelve and retrieve.

Why don't we weed?

- We don't think we have the time.
- We don't have a clear-cut procedure or criteria for weeding, making decision-making for each book difficult and time-consuming.
- Patrons complain we are removing all of the "good books".

What should you weed?

- Items in poor condition
- Items whose spines are difficult to read
- Items whose five minutes of fame have passed
- Items with outdated or unattractive formats
- Items containing inaccurate information
- Items which include racial, sexual, age or any other insulting stereotypes
 - "Unfortunate attitudes of earlier generations" (Booklink, January 1999)
- Items no longer circulating regularly in your library which are readily available elsewhere
- Items which have been superseded by a newer edition
- Items that no longer fit the library's selection policy

What standards should I consider beyond condition, currency and relevance?

- How much space do you want to devote to a part of the collection at this time?
- How often would you expect a particular title to circulate?
- What type of fiction collection do I need?
 - Classics
 - Books in series
 - Books by major authors
 - Genres

How should I weed?

- What simple, clear-cut markers can I use to quickly identify/pre-select materials which might need to be weeded?
 - Copyright date
 - Purchase date
 - Number of circs
 - Date of last circ

The book's in my hand – is it worthy?

Writing style

Presentation – illustrations, print, binding

Appropriate for intended audience

Well-organized – table of contents, index

Current information – check websites/sources cited

Alert your circulation staff to routinely set aside books in questionable condition.

Set a calendar for perpetual weeding.

NON-FICTION ALERTS!!!!!! THESE DATE QUICKLY!!!!!! MAY CONTAIN BAD INFORMATION

004-006	Computer books (2-5 years)
330s	Investment and Income Tax guides (2 years)
340s	Legal, Medicare/Medicaid and Social Security guides (2 years) *****DESTROY OLD EDITIONS*****
370s	College or Financial Aid guides (2 years)
500-540s	Some science topics (2-5 years)
610s	Medical-related (2-4 years) *****DESTROY OLD EDITIONS*****
620s	Electronics (2-5 years)
740s	Price guides (2-5 years)

Maybe these should never be weeded, if condition allows:

Local History

Staff favorites

NON-PRINT FORMATS

DVD/video/audiobook /music

Check cases, artwork and disc/tape for condition.

Check circulation.

Check currency of non-fiction.