



## **Join Together Northern Nevada Library Collection Development Policy**

The Join Together Northern Nevada Library is a special library that focuses on acquiring and making available materials relating to substance abuse prevention, intervention, treatment and research for the citizens of Washoe County in a timely and economical manner.

### **Vision**

To be the leading provider of addiction, prevention, treatment and recovery resources in northern Nevada.

### **Mission**

To provide access to substance abuse prevention, intervention and treatment information, programs and services to help educate and support the citizens of northern Nevada.

### **Selection Guidelines**

The JTNN staff members have the ultimate responsibility for material selection. The staff keeps a list of requested titles throughout the year and make an effort to acquire requested items that have a publish date of 2000 or newer. Purchases are made at the end of the fiscal year, and there are no restrictions upon where the materials may be purchased. The staff uses Hazelden, SALIS and other sources to review materials which are acquired in various formats. All newly acquired titles are added to the library database and shelved in the appropriate area.

### **Budget**

The annual collection development budget is \$2,000 - \$4,000 depending on the grant year. Budget allocation for subject areas are as follows: 40% for materials relating to substance abuse prevention and parenting, 20% for drug-specific educational materials, 20% for materials relating to self help and health, and 20% for materials relating to intervention, treatment and recovery.

### **Subjects**

- Drugs of abuse including but not limited to alcohol, cannabinoids, depressants, dissociative anesthetics, hallucinogens, inhalants, opioids, sedatives, stimulants, and steroids.
- Drug trends.
- Prevention, intervention and treatment.

- Evidence-based research relating to substance abuse prevention and/or treatment.
- Related topics, e.g. bullying, gambling, mental health, parenting, suicide, self-help, health and wellness as it related to healing from addiction

### **Materials Collected**

Books (hard cover and paper); workbooks; reference materials; kits; government publications (journals, research reports); pamphlets; DVDs; audio recordings. The majority of items are acquired for an adult audience with a small percentage of materials collected for young adults. Patrons can view the collection's titles on the JTNN web site. Some government documents are available in PDF format on the web site.

### **Materials Not Collected**

E-books, children's materials and periodicals. However, due to a substantial donation the library owns and makes available many drug abuse and addiction journals from 2009 and 2010.

### **Language**

The majority of materials are acquired in the English language.

### **Geographical Limitations**

Most of the library's materials are written by American authors and/or refer to American studies. A small percentage of materials (less than 5%) may include foreign authors and foreign studies relating to substance abuse topics.

## **Privacy**

The library strives to maintain the privacy of its patrons by keeping limited personal data. Only materials that are currently checked out on a patron's card are stored in the library's system. User privacy information in the following paragraphs is provided to patrons when they apply for a library card and when they complete requests for information.

The Join Together Northern Nevada Library complies with Nevada state laws as they relate to libraries. The Nevada Revised Statute Chapter 239.013 states:

“Any records of a public library or other library which contain the identity of a user and the books, documents, films, recordings or other property of the library which he used are confidential and not public books or records within the meaning of [NRS 239.010](#). Such records may be disclosed only in response to an order issued by a court upon a finding that the disclosure of such records is necessary to protect the public safety or to prosecute a crime.”

The Join Together Northern Nevada Library will not surrender library records to any state, federal, or local government agency unless a subpoena, warrant or other court order is issued by a court of competent jurisdiction, showing just cause.