



NEOMIN Library Services

Collection Management: Weeding Training

Wednesday, December 13, 2023

8:30 AM – 11:30 AM

Agenda

8:30 AM

Welcome & Overview

Review Your Collection Development Policy

- Does a plan for weeding exist?
- Should a policy be created/approved?
- Reports for Board Review/Approval
- [INFOhio Learning Pathway Collection Development Policy](#)

INFOhio's School Library Basics Learning Pathway: Collection Development > [Weeding](#)

- The benefits of weeding
- When should weeding be done
- What needs to be weeded
 - [CREW Guidelines by Dewey Class](#) (Page 62)
- [Weeding Brochure](#)

Using Workflows to Generate Reports

- Review items already in DISCARD or WEED status
- Shelf List Tip Sheet - *Using publication date and last circulation date*
- [CAT: WeedingList report](#)

Using Workflows to Weed Materials

- [Global Item Modify to DISCARD or WEED](#)

Using MobileStaff to Weed Materials

- [Deselect Tool](#)

What to do after weeding materials?

- Contact NEOMIN for mass-removal of weeded status items (be sure to run final report statistics before this request)
- Donate
- Pickup option: [Better World Books service](#)

Open Discussion: Things to think about...

- How to explain emptier shelves in a positive light (spoiled milk analogy – Dr. Gail Dickinson)
- Talking points to share with supervisors/principals before beginning large weeding projects

11:30 AM

Dismiss

There's a great analogy that compares weeding books to spoiled milk:

The Milk in the Refrigerator

The milk in the refrigerator is past the sell date, has an odor, and is curdled and lumpy. Would you?

- Keep it, because you don't know when you could get to the store to buy more?
 - Then why would you keep a book on the shelf with misinformation because you don't know when you could replace it?
- Keep it, because otherwise your refrigerator would look empty?
 - Then why would you keep outdated books on the shelf to preserve a false collection size?
- Give it to a neighbor to keep in his or her refrigerator?
 - Then why would you send outdated encyclopedias or other materials to a teacher for classroom use?
- Donate it to a food pantry for hungry children?
 - Then why would you send outdated resources to be used by children in this or other countries?

Dr. Gail Dickinson