ACTON MEMORIAL LIBRARY

486 Main Street
Acton, Massachusetts 01720
978 929-6655
TDD 978 635-0072

November 1, 2016

Board of Selectmen
C/o Town Manager's Office
Acton Town Hall

Members of the Board,

I would like your consent to dispose of 335 items that have been removed from Acton Memorial Library's collection. A list of the items is attached.

As of July 1, 2016, there were approximately 164,100 items in Memorial Library's collection. (Figure does not include downloadable titles.)

Most of the items have been withdrawn by professional librarians on staff due to poor condition, lack of accuracy or use, or because they are no-longer-needed multiple copies of a title which was once in high demand. A few have been lost or severely damaged and paid for by library users or identified as items which are no longer in the collection and need to be removed from the database to maintain its integrity.

Thank you for your consideration of this matter.

Sincerely,

Marcia A. Rich
Library Director

attachment