
The Mathew Hale Public Library
Equipping for Ministry
2 Timothy 2:2 and 3:16-17

Accessions Policy
Adopted 21 September 2010

This document has been prepared with reference to the draft Mathew Hale Public Library Strategic Plan and the Mathew Hale Public Library Business Plan, September, 2008, and should be read in conjunction with these.

A. Preamble

Under God, the Accessions Policy of the Mathew Hale Public Library will be determined by a number of factors including:

1. The work of the Spirit of God, and the consequent various and changing needs of the church in the Queensland and Northern NSW.
2. The vision, objectives, strategies and program of the Library, as determined by the Library Committee, a committee appointed by and responsible to the Management Committee of the Simeon Association, Inc.
3. The work and ministry of other bodies and collections. The Library seeks to complement and enhance this work, rather than duplicate already existing good work. In particular, the work and ministry of the National Library of Australia, the State Library of Queensland, the Brisbane City Council and other regional Libraries, the National and State Archives, the State Parliamentary Library, the various

University Libraries, the libraries of St Francis' College, Queensland Theological College, Crossways, the Baptist College, parish libraries, various Diocesan archives, and various online resources *et al* need to be carefully considered in relation to the work of the Mathew Hale Public Library.

4. Geographic, demographic, cultural and administrative factors, recognizing that God has planted this work in the city of Brisbane, the state capital of Queensland, the capital city closest to a significant area of Northern NSW and the seat of the Metropolitan of the Province of Queensland, the Anglican Archbishop of Brisbane.
5. External factors, such as determinations by various government authorities, including the Australian Tax Office.
6. The cost, in terms of finances, labour and otherwise, both in the immediate and longer-term, of insuring, accessing, organizing, storing, maintaining, promoting, and making as accessible as possible the collection.
7. Practical factors, related to the provision of space, labour, electronic services *et al*.
Given the above, and greatly thankful to God for the unique strengths and heritage of the Reformed and Evangelical traditions within

the Anglican Church, it is prayed and believed that the Library will develop its own unique role in providing a resource for the assistance and promotion of Biblical mission and ministry in and for the Anglican Church in the Province of Queensland and Northern NSW, and for the wider church.

B. Collection Accession Policy: A Summary

In view of the above, the Mathew Hale Public Library aims to develop a theological collection of printed and electronic materials of seminary standard for edification, education, training, research and delight, with an emphasis on the following collection categories:

1. Bible; Preaching and Bible commentaries; Bible reference books;
2. Prayer and Worship;
3. Theological and Historical studies, with emphasis on the Reformation and Evangelical Revival; Anglicanism and its Protestant heritage; the history of missions and evangelism; apologetics and ethics, including the relationship between theology and the disciplines in the arts and the sciences;
4. Pastoral Ministry, including ministry at the various stages of life and in common pastoral circumstances, and regional and rural ministry;
5. Mission in the 21st century, including Gospel communication through evangelism; Christian

service and social justice; cross-cultural mission; ministry amongst Aboriginals, Torres Strait Islanders, Muslims, Asians and new residents;

6. The Anglican Church – contemporary and strategic issues.

In order to make the collection as accessible as possible, and given the geography of Brisbane, Queensland and Northern NSW, with large distances, the collection is primarily designed as a lending library, with a few specialist reference and research areas, requiring in-situ study or assistance, including a specialist regional collection.

C. Collection Accession Policy: Priorities

In particular, the collection will include the following, in order of priority:

1. All archives of the Simeon Association Inc. and its initiatives, including the Mathew Hale Public Library. This includes all publications. This material is not for loan. Copies of all publications are also required by deposit law to be lodged with the State Library of Queensland and the Queensland Parliamentary Library. All bound materials will also be lodged with the National Library of Australia. These policies increase accessibility of the work of the Simeon Association and the Mathew Hale Public

Library, and also reduce the consequences of risks such as fire, water damage, dispute and negligence.

2. All available texts for eRidley courses.
3. Resources for regular preaching and teaching ministries, including:
 - a) Bibles: in the original languages, the most important and widely used English translations, and other languages, as determined by the languages used by members of the Library. One copy of this material is not for loan.
 - b) Reference works (Concordances, Bible Atlases, Dictionaries). One copy of these items is not for loan.
 - c) Commentaries
 - d) Works on Preaching
 - e) Works on Biblical, Historical, Systematic and Pastoral Theology, including Apologetics and Ethics
4. Resources for related Christian ministries of the word:
 - a) Prayer and Worship (including Books of Common Prayer; Hymn and Song Books)
 - b) Evangelism (in the Queensland context)
 - c) Children's, School and Youth Ministry
 - d) Leadership and Management

5. Reference works related to Anglican ministry in the Province of Queensland, including:
 - a) State and Territory Maps
 - b) Diocesan Year Books of the Dioceses in Queensland, together with the Diocese of the Northern Territory
 - c) Newspapers and newsletters of the above Dioceses
 - d) Anglican Clerical DirectoriesThis material is not for loan and is part of the specialist regional collection referred to in C6.
6. Church History, with an emphasis on the Reformation and Evangelical Revival, Anglicanism and its Protestant heritage, and the history of missions and evangelism. In particular, all published material related to the history of evangelical Anglicanism in the Province of Queensland, including parish histories, biographies, and material published by Anglican evangelicals in this region. One copy of the Province of Queensland material is to be kept as a rare book, to form a not-for-loan, as yet unnamed, specialist regional collection. This collection does not include specialist material already collected by Nunalinga College related to indigenous studies in the Northern Territory, such as linguistic and ethnographic material.

7. Journals related to the above collection categories, including *Reformed Theological Review*, *Essentials*, *Southern Cross*, *Lucas*, *St Mark's Review*, *Churchman*, *The Journal of the Evangelical Homiletics Society*, *Christian History*, *The Briefing*, *Crux*. To encourage readership, journals are for loan. Given the cost of purchasing, binding and storing journals, the journal collection begins at 2004, and additional journals will only be accessioned with the agreement of the Library committee.
8. Audio, audio-visual, and web-based resources:
As there is wide availability of these resources, from a range of providers, this area of the collection is limited. However, it includes material specifically related to the above collection categories, such as addresses given at the Mathew Hale Public Library and the Queensland and Northern NSW Church Missionary Society Summer Schools. Access to ebooks and ejournals is recommended through the Leon Morris Library at Ridley Melbourne.

D. Exclusions

Due to the factors and limitations noted above, it is not envisaged at this stage that the Library will collect:

1. Popular and devotional material, including dated material (i.e. with dates)
2. Music, apart from Hymn and Song Books (See Section C4a above.) The State Library of Queensland has a specialist music collection, available for loan.
3. Missiological material unrelated to Queensland and Northern NSW. St Andrew's Hall in Parkville, Victoria has a specialist missiological collection, as do the various Bible Colleges.
4. Material published more than 10 years previous to the date of accession, unless pertinent to Sections C5 and C6, or characterized by the Warden as "classic".
5. Material of poor quality or requiring repair.
6. Material accessioned or loaned for investment or storage purposes, such as rare Bibles or editions. The Library does not have the security, conservation storage and insurance facilities for such material.
7. Material other than print, audio-visual or electronic, without the specific approval of the committee.
8. Personal, parish, Christian organization or other archives.

Material under D7 and D8, including manuscript material, ephemera and objects may best be housed at a government library or museum, depending on its national, state or local significance, or at a University or Diocesan Archive. The Mathew Hale

Public Library does not have the resources to insure, store, sort, catalogue, promote, make accessible and generally steward such resources. Generally it is recommended that such material be offered to the John Oxley Library at the State Library of Queensland. The committee may consider accepting such material if it is considered to be of important historical value, on the provision that financial resources are available for its storage, cataloguing and stewardship.

E. Budget

An annual allocation of \$5,000 will be set aside for accessions by the Library, with the plan that this will be provided for at least 10 years, with annual CPI increases. Donations in kind and cash will also be solicited. This provision ensures that the Library has a collection capital of \$50,000 at 2010 values.

Simply to say on the provision that finances were available for its storage, cataloguing and availability.

F. De-accessioning

The Warden will bring to the Library Committee any material recommended for de-accessioning, for their approval.

Simply to say on the provision that finances were available for its storage, cataloguing and availability.

G. History and Implementation

2. Decision: This policy was originally distributed in draft form at the 27 July 2010 meeting. Following correspondence and discussion at the committee meeting on the 17 August 2010, it was amended, circulated and adopted at the Library Committee meeting on the 21 September 2010. It is to be published with any consequential amendments, both in hard copy and electronically on the website.
3. Review: This policy is to be automatically reviewed every 2 years after acceptance by the Library Committee (i.e. at the September 2012 Library Committee meeting).
4. Upon acceptance, the Warden will be responsible for the policy's implementation and will serve as curator of the collection.

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21 September 2010