Welles Turner MEMORIAL LIBRARY

**Town of Glastonbury – Welles-Turner Memorial Library**

# Local Author Policy

The Welles-Turner Memorial Library (Library) welcomes the growing opportunities for self-publishing for local writers. The Library has a *Local Author Shelf* for circulating recent works written and published by authors currently living in Glastonbury and its surrounding communities.

## General Information

Many works published through smaller publishing houses and/or via self-publishing are not included in professional review journals or in the other selection guides most commonly used by library staff. This Local Author Policy exists as a way for self-published or traditionally published materials created by local authors that may not be included in traditional professional resources to be considered for the collection at the Library. Please see the Library's Collection Development Policy for further information.

## Policy

Patrons wishing to donate a book to the "Local Authors" section must ensure the work meets the following criteria:

- Fiction and Non-Fiction Prose: The work must be over 100 bound pages.
- Poetry: The work must be over 45 bound pages.
- Children's books: The work must be over 31 bound pages.
- Books must be the original creative work of the author and/or illustrator. Works in which all or substantial portions of the text or illustrations have been generated by artificial intelligence (AI) are not eligible for inclusion in the Library's Local Authors Collection. The use of AI as an assistive tool (such as for editing, proofreading, research, or refinement) is permitted, provided that the author and/or illustrator retains primary creative responsibility for the work.
- Works with CDs or DVDs will not be accepted.
- The work's binding must be strong enough to withstand at least 20 readings/circulations. Books will be removed from the collection and discarded when the binding gives out. Authors can search the Online Catalog at any time to determine whether their work is still in the collection.
- Work must have been published in the last 3 years
- Each contributed book must be accompanied by a Local Author Shelf Submission Form.

This information will be entered into our Online Catalog with searchable note of *Local Author-WTML.* Books contributed to this collection become the property of the Library. The Library reserves the right to refuse any title, or remove any title without notice, at any time and for any reason.

Contributed books will be shelved in a labeled "*Local Author*" area for up to two years, depending upon shelving space. After two years, the book may be removed from the shelf to make room for newer works. Removed books will not be returned to the contributor.

*Approved by the WTML Library Board - 09/11/2023; Updated 11/09/2026*