

POLICY

Subject: Reconsideration of Materials

Approved by: Board of Library Trustees

Approval Date Nov. 17, 2009, Sept. 20, 2011, June 24, 2014, Oct. 15, 2019, March 19, 2024

Effective Date: Oct. 15, 2019

New () Revised (X) Reviewed ()

A special form is provided for a patron wishing to request that the library staff reconsider a specific title currently in the collection. The patron completes the form and submits it to the Library Director. The Library Director will review the title and bring the Request for Reconsideration of Material form to the next scheduled Board meeting. The patron will be invited to attend that meeting. All complaints about library materials are viewed in the context of the collection development policy. After discussion the Library Director will write a letter of response to the patron. If the patron is not satisfied with the Library Director's response, that person may appeal to the board in writing. Any title forwarded for reconsideration is not eligible for reconsideration again for a period lasting five years.