

Reconsideration of Library Materials Policy

Policy Statement

The library board recognizes the right of individuals to question materials in the library collection. The board of trustees further recognizes that democracy functions only if a range of human ideas is accessible to the people and if proponents of various points of view are able to fully and openly make their cases, however popular or unpopular they may be. This principle is guaranteed in the First Amendment of the Constitution of the United States which protects the free expression of ideas. It is exemplified by public libraries which provide access to those ideas in accordance with the American Library Association's Library Bill of Rights. Thus, the library's collection, protected by the First Amendment, is a marketplace of ideas which are contained in varied and divergent materials.

Regulations

1. The inclusion of an item or resource in the library's collection is not an endorsement of a particular point of view or philosophy and the patron's choice of library materials for personal use is an individual matter. The Library's Collection Development policy governs the criteria and manner of selection. While a person may reject materials for himself or herself and for his or her children, he or she cannot exercise censorship to restrict material access to any others. Responsibility for the use of materials by children rests with their parents or legal guardians.
2. A resident who objects to an item already in the collection or made electronically accessible by the library should discuss the reasons with a librarian for an explanation of the library's criteria for selection, acquisition or access.
3. Members of the public may not relocate books or materials to which they object in an attempt to limit access for other patrons. Members of the public are subject to all policies of the library, including the Code of Conduct, while pursuing any challenge to Library materials.
4. Residents in the services area can request a professional staff evaluation of material, which will be completed by a minimum of two librarians who are familiar with the collection and the intended audience. Professional Staff will be appointed by the library director. Professional staff evaluation of materials will be completed within 28 days per title and will be communicated in writing to the resident. Evaluation will consist of, but not limited to, a close reading of the entire work, professional reviews, item usage statistics, press coverage and critical acclaim, and awards.

5. The item in question will be retained in the library's circulation collection until the professional staff, the library director, or the library board completes the review process and makes a determination.
6. The library director will evaluate if the material in question was acquired according to all Library policies, including the collection Development policy, and makes the final decision to retain, remove, or re-catalog the item. The library director will communicate that decision in writing to the resident. The resident in the library's services area may appeal the decision to the library board by completing and signing the *Statement of Concern Regarding Library Resources* form in full. Incomplete forms will be referred back to the resident
 - A. Items must be evaluated as a complete work, not excerpts.
 - B. Items cannot be banned from a library collection based on personal viewpoint as the only criteria for the request for removal.
7. The Library Director and a minimum of one library trustee, appointed by the board president, will review the material in question and the resident's *Statement of Concern Regarding Library Resources*. Within 90 days of both receipt of the form and a copy of the title for evaluation, the reviewers will provide a recommendation to the board.
8. The patron will be informed of the trustees' decision regarding the appeal. The decision of the library board is final.
9. Items previously reviewed and retained by the library board shall not be reconsidered for removal for two years.
10. The library collection will be organized and maintained to facilitate access. Any labeling, sequestering or alteration of materials because of controversy surrounding the materials will not be sanctioned.

Thornton and East Hazel Crest Public Library
Statement of Concern Regarding Library Resources

The Board of Trustees of the Thornton Public Library has authorized the use of this form as part of its Reconsideration of Library Materials policy and pursuant to all applicable laws at the state and federal level. Completed forms should be returned to the Library Director. Incomplete forms will be sent back to the resident.

Name: _____ Date: _____

Address: _____

Phone/Email: _____

Resident represents: Self Organization: _____

Title of item: _____

Author/Composer, etc.: _____

Format (e.g., Book, CD, DVD, Ebook): _____

Have you already received a professional staff evaluation of this material? Yes No
(Professional staff evaluation of the material precedes any appeal to the library board.)

Did you read, view or listen to the entire work? Yes No
(Residents must read, hear, or view, the entire work to have their appeal considered by the board.)

What specifically concerns you about this material? Note specific page number(s) or time stamp(s) on audiovisual items.

(Optional) In its place, what work of equal literary quality would you recommend the library purchase that would cover the same subject or content?

Do you wish to have this form reviewed in private, closed session by the board?

_____ yes, closed session _____ No, I waive my right to library privacy for this matter

Signature of resident: _____