

Reconsideration of Library Materials Policy and Form

1. The Morton-James Public Library is committed to honor the rights of an individual to use the Library regardless of age, race, religion, national origin, or social or political views.
2. The library staff will provide equal service to all library users. Children and adults are equally free to use the entire Library and to borrow all materials in the circulating collections.
3. Limitations to be placed upon the reading and viewing of materials by children are left to the discretion of the parents.
4. The Library Board takes the position that the risk of not providing access to information and ideas is greater than the risk of providing it. The Library Board believes it is essential to provide such materials if the American ideal of freedom is to be retained.
5. The Library Board is willing to re-examine its position on any item in the Library's collections. A procedure has been established to deal with objections to materials owned by the Library. No item is to be removed or restricted because of a complaint except in accordance with this procedure.
 - a. The material in question shall remain in the collection and available to members during the reconsideration process.
 - b. Members who request the reconsideration of library materials will be asked to put their request in writing by completing and signing the form entitled "Request for Reconsideration of Library Materials."
 - c. The Library Staff will review the material under reconsideration and make a decision.
 - d. If the member is not satisfied with the decision, the Library Director will present the complaint to the Library Board.
 - e. The Library Director will notify each Board Member of the complaint and forward all review literature on the material to each Board Member.
 - f. The Library Director will also submit his/her recommendation and evaluation of the material and its place in the collection.
 - g. At the next regularly scheduled board meeting, the complaint will be reviewed and a decision made regarding the complaint.
 - h. The Library Director will notify the member of the Board's decision soon after the meeting.

Adopted November 9, 2016

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS FORM

Morton-James Public Library

Requested by:

Member Barcode: _____

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Telephone: (Days) _____ (Evenings) _____

Whom do you represent? () self only () organization

Name of organization: _____

Address: _____ Phone number: _____

Description of material to be reconsidered:

Title: _____

Author/Artist: _____ Publisher: _____ Copyright: _____

Format: () book () magazine/newspaper () CD () DVD () other _____

1. To what in this material do you object? Please be specific. Cite pages or particular parts.

2. Did you read, listen, or view the entire work? If not, which parts did you examine?

3. What do you feel might be the result of exposure to this work?

4. What are the positive aspects of this work?

5. What originally attracted you to this material?

6. What would you suggest the Library do with this material?

Signature _____
Date

Thank you for your interest in the Morton-James Public Library, and for taking the time to provide the Library with this information. You will be contacted as soon as possible.