

### **Reconsideration of Library Materials**

Part of the mission of a public library is to represent within its collection differing points of view on controversial subjects. The Laurel Public Library does not support particular beliefs or views, nor does the selection of an item imply an endorsement of the author's viewpoint. Library materials will not be marked or identified to show approval or disapproval of the contents, nor will items be sequestered, except for the purpose of protecting them from damage or theft.

Comments from members of the community about the collection or individual items in the collection frequently provide librarians with information about needs that may not be met by the collection. The Laurel Public Library welcomes expressions of opinion by patrons, but will be governed by their Collection Development Policy in making additions to or deleting items from the collection.

Patrons 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 Material."

Upon receipt of a formal, written request, the Director will notify the Laurel Board of Commissioners and Delaware Library Catalog members. The Director will appoint an ad hoc committee composed of the Library Director, the Librarian responsible for collection development pertaining to the material under review and a representative from the Library Staff. The committee will make a written recommendation to the Director who in consultation with the Laurel Board of Commissioners will then make a decision regarding the disposition of the material. The Director will communicate this decision and the reasons for it, in writing, to the person who initiated the request for reconsideration at the earliest possible date. The Director will inform the Laurel Board of Commissioners and Delaware Library Catalog members of all requests for reconsideration of library materials and their disposition.

In the event that the person who initiated the request is not satisfied with the decision, he/she may appeal for a hearing before the Laurel Board of Commissioners by making a written request. The Laurel Board of Commissioners reserves the right to limit the length of presentation and number of speakers at the hearing. The Board will determine whether the request for reconsideration has been handled in accordance with stated policies and procedures of the Laurel Public Library. On the basis of this determination, the Laurel Board of Commissioners may vote to uphold or override the decision.

Appendix A

**Laurel Public Library  
Request for Reconsideration of Library Materials**

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Publisher: \_\_\_\_\_

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This is a: \_\_\_ book \_\_\_ magazine \_\_\_ recording \_\_\_ video/dvd \_\_\_ other

Request initiated by (your name):

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Address:

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City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Do you represent:

\_\_\_\_\_ yourself

\_\_\_\_\_ an organization (name) \_\_\_\_\_

\_\_\_\_\_ other group (name): \_\_\_\_\_

1. To what in the work do you object (please be specific; cite page numbers):

2. Did you read/view/listen to the entire work? \_\_\_ yes \_\_\_ no

If not, which parts have you read/viewed/listened to?

3. What do you feel might be the result of reading/viewing/listening to this work?
  
4. For what age group would you recommend this work? \_\_\_\_\_
5. What do you believe is the theme of this work?
  
  
6. Are you aware of judgments of this work by literary critics? \_\_\_ yes \_\_\_ no  
If yes, please cite.
  
  
7. What would you like the library to do about this work?
  
  
8. In its place, what work would you recommend that would convey as valuable a picture and perspective of the subject treated?

Signature \_\_\_\_\_

Date \_\_\_\_\_