

The Dr. Grace O. Doane Alden Public Library Reconsideration and De-selection of Materials Policy

Request for Reconsideration of Materials

The Dr. Grace O. Doane Alden Public Library welcomes comments and suggestions regarding the continued appropriateness of materials in the collection, especially concerning outdated materials. Suggestions will be considered and utilized by the library in the ongoing process of collection development.

Individuals may take issue with library materials that do not support their tastes and views. Staff is available to discuss concerns and identify alternate materials that may be available. If a patron's concern is not satisfied through discussion with staff, a formal, written request for reconsideration of materials may be submitted to the library director. Copies of this form are available at the circulation desk or from the director's office. The Dr. Grace O. Doane Alden Public Library is not a judicial body. Laws governing obscenity, subversive materials, and other questionable matters are subject to interpretation by the courts. Therefore, no challenged material will be removed solely for the complaint of obscenity or any other category covered by law until after the library board has ruled against the material. No materials will be knowingly added to the library collection that has been previously determined to be in non-compliance with local laws.

For a request for reconsideration to be considered, the form must be completed in full. The patron submitting the request must be a resident of Alden and hold a valid borrower's card. The director will respond, in writing within thirty days of receipt, to the patron's request for reconsideration. The response will indicate the action to be taken and reasons for or against the request. An item will only be evaluated for reconsideration once in twelve-month period.

De-selection of Materials

Materials that no longer fit the stated service roles of the library will be withdrawn from the collection. This may include materials that are damaged, include obsolete information, or are no longer used. Decisions will be based on accepted professional practice, such as those described in The CREW Method, and the professional judgment of the library or designated staff. When necessary, local specialists will be consulted to determine the continued relevance and reliability of materials.

Items withdrawn for the collection will be disposed of in accordance with local law or will be transferred to the Friends of the Alden Library for sale. Items may be sold to individuals or groups. Items may also be donated to another governmental agency.

Revised and Approved by the Dr. Grace O. Doane Alden Public Board of Trustees:

2003

March 2018

2007

January 2013

Citizens Request for Reconsideration

Author _____

Title _____

Your Name _____

Address _____

Telephone # _____ Email _____

1) Why do you object to this item? _____

2) To what specifically in the item do you object? _____

3) What do you feel might be the result of exposure to this material? _____

4) For what age group would you recommend this item? _____

5) Did you read/view/hear the entire material? ____ If not, what parts _____

6) Are you aware of the judgment of this material by professional critics? Yes or No

7) Have you seen or heard review of this item? If so, please name the source: _____

8) What would you like your library to do about this item? _____

Signature of complainant

Date