

MENTOR PUBLIC LIBRARY
REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS POLICY (1502.00)

While patrons are free to select or reject library materials for individual use, they may not enforce censorship in the lives of others. Responsibility for the reading materials of children and adolescents rests with their parents or legal guardians. The library will not act in loco parentis with regard to the selection of library materials for its juvenile patrons. Selection will not be inhibited by the fact that materials may inadvertently come into the possession of children. Since the library cannot anticipate a family's persuasion on controversial issues, the Library encourages parents to have an active and responsible interest in their child's choice of items.

If a patron has concerns about the inclusion of an item in the Library Collection, the library patron must complete the Request for Reconsideration of Library Materials Form and submit it to the Library. After the patron has returned the completed form to the Library, a response in writing will be sent to the Patron.

The Request for Reconsideration of Library Materials Form may be referred to a committee consisting of the Selector of that part of the collection, the Collection Development Manager, and other Librarians to determine whether retention of the item would be in violation of the Collection Development Policy. The committee will reconsider the item using the general criteria and specific criteria of the Collection Development Policy and reviews from recognized sources, and then make a written recommendation. They will inform the patron of their decision in writing in a timely manner.

If the patron is still not satisfied, they may submit an appeal to the Library Director. Such appeal shall not exceed two pages and should include copies of the original Request for Reconsideration of Library Materials Form and the committee's written decision. The Director will respond in writing to the library user regarding the decision.

Updated by the Board of Trustees November 17, 2021 res. # 21-1001

MENTOR PUBLIC LIBRARY
REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL

Your Name: _____

Address: _____

Phone/email: _____

Representing: Self _____ Other Individual _____ (Name _____)
Organization _____ (List Name : _____)

Have you read the Library's Collection Development Policy?

_____ Yes

_____ No (If "No", please Request a copy from the Library and do so.)

Item Title: _____

Author or Artist: _____

Publisher: _____ Publication Date: _____

Book _____ Magazine _____ Video _____ Music _____ Other: _____ (Please specify)

1. Did you read, view, or listen to the entire work?

_____ Yes

_____ No (If "No," please do so. The Library will not consider a request for reconsideration if the material is not examined in full.)

2. To what in the work do you object? Please be specific. (Attach additional pages if needed)

3. What action would you want to see the Library take?

Signature(s) _____ Date: _____