

Policy 3-2-3. Request for Reconsideration

Revised 12/20/2023

JCLD strives to provide access to a wide range of materials and programming representing varying points of view and information needs. JCLD endorses the intellectual freedom guidelines expressed in the American Library Association's *Library Bill of Rights*, *Freedom to Read Statement*, and *Freedom to View Statement*. The library will not impose restrictions on an individual's right to read, listen to, or view library materials based on the materials' content.

In some cases, patrons may take issue with a specific library material or program they find offensive or inappropriate for the collection. If a patron feels an item or program should be removed or reclassified, they can submit a formal *Request for Reconsideration of Library Material or Service* form to the library director. Requests must reference a single program, display, or item. Patrons may submit one request for reconsideration per year.

The library director will convene the technical and public services team to review the questioned material or service and make a written recommendation concerning the material or service to the library director. In consultation with appropriate staff, the library director will render a decision as to appropriate action. Challenged resources and services will remain in or with the library and available for lending or participation during the reconsideration process.

It is recommended that patrons submitting a request for reconsideration take the time to read, view, or participate in the entire work or program. The technical and public services team will draft a written response to the requestor as approved by the library director. Should the patron wish to pursue the matter further, they may ask that the library director bring the matter before the JCLD Board of Directors. The board will consider the request and recommendations at the next regular board meeting and will render a decision as to appropriate action. This decision will be final and will be conveyed in writing to the patron submitting the request. Once a decision is made further requests to reconsider that material, program, or display will not be considered for three years.

Patron input is limited to residents within the library district service area as stakeholders in public library services. Patron input may be extended to residents of Josephine County when and if the patron can demonstrate active engagement in local library services.



**Request for Reconsideration
of Library Material**

The library recognizes that some materials and services are controversial and that any given item, program, or display may offend some patrons. Selection of materials and services will not be made on the basis of anticipated approval or disapproval but solely on the basis of the principles set forth in our collection development policy, strategic plan, Oregon Library Association Public Library Standards, and American Library Association Library Bill of Rights. These documents are available on our website, josephinelibrary.org, or upon request.

Each request for reconsideration must reference **one** specific program, display, or item from the library catalog. Each patron may submit one request each years. If a decision is made regarding a particular program, display, or item from the library catalog further requests will not be considered for three years.

Name of person making request: _____

Date: _____

Address: _____

Telephone: _____ Email: _____

Whom do you represent? Self Organization

Name _____

Have you read the American Library Association Library Bill of Rights, the library's strategic plan, and or the library's operations policy for collection development, programs, or displays?

Yes No

These documents are available on our website, josephinelibrary.org, or upon request.

Item requested for reconsideration:

Title of work or program, or description of display: _____

Author artist, or presenter: _____

Format: Book Audio Book DVD Program Display Other

Material designed for: Adult Young Adult Child

Did you read, see, listen to, or otherwise use the material or service in its entirety? Yes
No

If not, then which part did you read or see, listen to, or otherwise use? _____

Have you read or heard reviews of this material or service? Yes No

If yes, please name review source: _____

To what in the material/s or of the service do you object? Please be specific.

What do you feel might be the result of reading, viewing, hearing, or participating in this work?

For what age group would you recommend this material or service? _____

Is there anything good about material or service? _____

What would you like your library to do about this material or service?

Thank you for taking the time to fill out this request. A response will be mailed when a review of the material or service is completed. Additional information regarding requests for reconsideration is available on our website, josephinelibrary.org, or upon request.