

## **2. Reconsideration**

In applying criteria for materials selection, the library cannot satisfy the needs and desires of one group at the expense of another. The System should not act as an agent for any issue but maintain its position as a free channel of communication and uphold its right to select materials. The disapproval of one group should not be the means of denying that material to all groups, if by library selection criteria, it belongs in the collection.

When the library receives a complaint about any materials in its collection, the library shall follow the basic policies of the Library Bill of Rights and the American Library Association Freedom to Read Statement. The steps to take when any material is challenged are as follows:

1. Provide the person with Form VIII A which must be completed by the patron.
2. Provide the patron with a copy of the library's materials selection policies.
3. Send the completed form and the material in question to the Director of the libraries.
4. The Director will objectively review the material in question and prepare a written statement regarding his/her opinion.
5. The Board will review the Director's statement and the material if they desire. The Board will then determine:
  - a. to remove the material from the collection;
  - b. to allow the material to remain in the collection on a restricted basis; or
  - c. to return the material to the open shelves.
6. The Library Director will send a copy of his/her statement to the librarian who initiated the challenge with a written statement concerning the Board's decision.
7. The library who initiated the challenge is to notify the patron of the results.

The decision of the Board is final in cases where materials are challenged.