

# **BANCROFT PUBLIC LIBRARY**

## **MATERIAL RECONSIDERATION POLICY**

The Bancroft Library believes in freedom of information for all, and does not practice censorship. The selection of library materials is predicated on the patron's right to read and freedom from censorship by others. Library materials may be controversial and any given item may offend some person. Selections for the library are made solely on the merits of the material in relation to the development of a collection that serves the needs and interests of a diverse population.

The Bancroft Library Board of Trustees recognizes that a collection of diverse materials may result in some complaints or requests for reconsideration. Bancroft Library's Materials Selection Policy guides the development and continuous evaluation of the collection to reflect Bancroft Library's mission to uphold the principals of intellectual freedom and the public's right to know by providing access to information reflecting all points of view for people of all ages.

### **Library Procedure:**

1. The library holds the choice of reading and viewing materials as a purely individual matter. Patrons are free to reject books and other materials of which they do not approve. Patrons may not exercise censorship to restrict the freedom of others.
2. Responsibility for materials selected and read, heard or viewed by children and adolescents rests with their parents or legal guardians. Library selection decisions are not influenced by the possibility that materials may be accessible to minors.
3. The Library does not indicate through the use of labels or other devices particular points of view or perspectives contained in library materials.
4. No items are sequestered to control access.
5. A formal process for handling challenges will be followed to assure that challenges are handled in an attentive and consistent manner.
6. Challenges must be filed by patron, with valid Library card issued by Bancroft Public Library.
7. Challenged material must be in Bancroft Public Library collection.
8. Reconsideration of an item for substantially similar concerns will not be entertained for a period of five years after a decision has been made.

### **How complaints will be handled:**

1. Library staff member receiving a complaint will refer the complainant to the Library Director and have the person fill out the Materials Reconsideration Request Form. The staff member should explain that the Library complies with the Bancroft Public Library Material Selection Policy.
2. If the patron wants to go forward with their challenge, they must submit the completed Material Reconsideration Request Form. After that, the Director will review the material, search for critical information and awards, and put together a report.
3. The Director then responds to the patron with the decision on what will happen with the material. If unhappy with the response, the patron can then appeal the Director's decision to the Board of Trustees who will make the final decision.

**Adopted:** July 10, 2018

**Revised:** June 14, 2022 and December 12, 2023