

## Request for Reconsideration (January 22, 2024)

The Springvale Public Library recognizes the diverse nature of our community and the varied backgrounds and needs of all citizens. We also recognize that some library materials are controversial and may offend some patrons. However, it is not the library's responsibility to practice censorship. No library materials will be excluded from the collection because of race, nationality, sex, political, social, or religious views of the author. Censorship is purely an individual matter and while anyone is free to reject for themselves materials of which they do not approve, censorship cannot be exercised to restrict the freedom of use and access to others.

Selection is based on the criteria given through our collection development policy and does not represent an endorsement by the library of any theory, idea, or lifestyle. Processing and shelving of materials in no way reflects a judgment of the materials. There will be no labeling of it or of cataloging to indicate point of view or bias.

The responsibility for the usage of library materials by children rests with their parents and legal guardians. Selection of materials for the adult and young adult collection is not restricted by the possibility that children may obtain materials their parents consider inappropriate.

## Request for Reconsideration of Library Materials Process

Despite the care taken to select materials for the Springvale Public Library collection, it is recognized that occasional objections may be raised by community members. In the case where a patron would like to make a formal complaint, the following process needs to occur:

1. When a complaint has been levied, it shall be the Library director's responsibility to address it. If complainant is unsatisfied with the conversation, an invitation to fill out Request for Reconsideration will be offered and provided.
2. Upon receipt of the Request for Reconsideration of Library Materials form, the Library director will forward the written complaint to the President of the Board of Trustees who shall appoint a Review Committee to evaluate the patron's request and make recommendations to the Library director. The Review Committee will consist of five to seven members, including both professional librarians, and Library Board members.
3. The Request for Reconsideration of Library Materials Review Committee's decision is final.
4. The Library will respond with a formal written reply to the patron.

**Adopted by the Springvale Library Board of Trustees  
January 22, 2024**