

Request for Reconsideration of Library Material

The Siuslaw Public Library District strives to provide access to a wide range of materials representing varying points of view. The Library upholds the American Library Association's Library Bill of Rights, the Freedom to Read, the Freedom to View, and the Free Access to Libraries for Minors statements. The Library will not impose restrictions on an individual's right to read, listen to, or view library materials based on its protected content as set forth in the First Amendment of the United States Constitution.

Materials will not be excluded from the Siuslaw Public Library District because of the origin, background, or views of those contributing to their creation. Creator or content by or about state or federal protected classes including race, color, religion, sex (including pregnancy, sexual orientation, and/or gender identity), national origin, age, disability, and genetic information will be protected in accordance with both state and federal laws and library policy of non-discrimination.

In some cases, patrons may take issue with a specific library title that they find offensive or inappropriate for the collection. Patrons are always encouraged to begin the process of questioning the place of an item in the library collection by speaking to the librarian who selected the item or to the Library Director. At any point, a patron can use the attached "Request for Reconsideration of Library Materials" form to begin a formal process for reviewing a collection item. In order to make a request for reconsideration, the person completing the form must reside in the Siuslaw Public Library District's service area.

Process for the Reconsideration of Library Materials

1. Upon receipt of a completed "Request for Reconsideration of Library Materials" form, the Library Director or their designee will view, read, or listen to the item in collection, consult professional review sources, and determine if the item conforms to the selection rules outlined in the Collection Development Policy. The Library Director will respond to the patron with their determination within 30 calendar days of receipt of the "Request for Reconsideration of Library Materials" form. The Library Director will advise the patron that they may request the Siuslaw Public Library District Board review the decision.

2. The patron may request, in writing or in person at a public meeting, that the Board review the decision of the library director. At a public meeting, the library board will accept testimony from the Director and the public regarding the item involved in the request for reconsideration and determine if the District's actions are in accordance with policy or refer the item to a Materials Review Committee.
3. The Materials Review Committee will consist of the Library Director or a professional library staff member and four members of the community appointed ad hoc by the Board to represent the range of viewpoints in the Siuslaw Public Library District. The Committee will:
 - a. Review the completed "Request for Reconsideration of Library Materials" form.
 - b. Review professional reviews and consult recommended lists regarding the item under consideration.
 - c. Read, review, or listen to the item.
 - d. Determine the extent to which the material conforms to the District's Collection Development Policy.
 - e. Discuss the subject material at a non-public meeting of the committee.
 - f. Submit a written, public recommendation to the Board to retain, reclassify, or remove the item from the District collection.

The Library Board will accept the recommendation of the Materials Review Committee at a public meeting unless some portion of the committee appointment or reconsideration process is determined to be in conflict with the District's policies. In this case, the Board will direct the Library Director on another course of action.

All reconsideration requests will be communicated by the Library Director to the Board. The Library Director will also report reconsideration requests to library professional organizations and the State Library of Oregon.

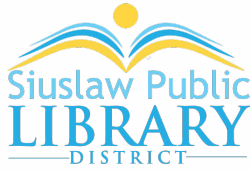
While the District supports each patron's right to request the reconsideration of library materials, the District must also be a good steward of library resources. To that end, the following eligibility rules apply for patrons filing a "Request for Reconsideration of Library Materials" form:

1. Requestor must be a resident of the Siuslaw Public Library District service area.
2. Requests from groups or organizations will not be considered.
3. Each form can only be used for a single title at a time.
4. A maximum of *one* "Request for Reconsideration of Library Materials"

form per month per person will be considered.

5. A fee to defray administrative costs may be required for consideration of more than *three* requests in 12 months from the same person.
6. Materials reviewed and retained are exempt from reconsideration again for a period of *three* years. See library staff or website for a history of challenges.
7. Anonymous reconsideration requests will not be accepted.

Adopted by Board of Directors: April 16, 2025



REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

Please append additional pages as needed to address the following questions and return the completed form to the Siuslaw Public Library District.

MATERIAL DESCRIPTION

Title: _____

Author/Director/Performer: _____

Format: ☐ Audiobook CD/Digital Audiobook ☐ Book/Digital Book ☐ Magazine/Newspaper
 ☐ Video/Digital Video ☐ Other: _____

YOUR INFORMATION

Full Name: _____ **Do you have a SPLD Library Card? (Y/N):** _____

Email Address: _____ **Telephone:** _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

1. What in the material do you object to? Please be as specific as possible.

2. Do you feel this material is objectionable for: ☐ Kids ☐ Teens ☐ All Library Users

3. What **first** prompted you to look at and/or borrow the material from the library?

4. Did you read/view/listen to the entire material? ☐ Yes ☐ No

If No, what percentage did you read/view/listen to?

☐ More than 50% ☐ Less than 50% ☐ Only the passages/sections in question ☐ 0%

5. What do you believe is the overall message intended by the creator(s) of this material?

6. What do you feel might be the result of reading or viewing this material?

7. Has reading, listening to, or viewing this material caused you, or someone of whom you are the legal guardian, personal or financial harm? If yes, please describe how.

8. What action(s) do you recommend the District consider taking about this material?

9. What alternative material representing this title's viewpoint would you recommend the District include in its collection?

By signing, I attest that I am the petitioner and the responses provided above are true to the best of my knowledge. I understand that:

- Anonymous or unsigned requests will not be considered.
- The Request for Reconsideration of Library Materials form is a public record and my name may be disclosed.
- The District will keep contact information confidential from the general public to the greatest extent allowed by law.

Signature: _____

Date: _____