



Request for Reconsideration Policy Western Allegheny Community Library

The Western Allegheny Community Library believes reading and the choice of library materials by a library patron is an individual, private matter. While a person may reject materials for oneself, he or she may not restrict access to those materials by other library patrons.

WACL's professional staff, in accordance with its primary obligation of providing the information and materials, within budgetary limitations, which best accommodate all the people in the community, is responsible for the selection of resources for WACL. The Library Bill of Rights and the Freedom to Read Statement will always be important foundation principles underlying our selection criteria. We are committed to providing the fullest practicable provision of material presenting all points of view concerning the problems and issues of our times, international, national and local. No materials should ever be excluded because of the beliefs or characteristics of the writer nor be proscribed or removed from WACL because of partisan or doctrinal disapproval.

Censorship of books urged or practiced by volunteer arbiters of morals or political opinions or by organizations that would establish a coercive concept of Americanism must be challenged by libraries in maintenance of their responsibility to provide public information, intellectual freedom, and enlightenment.

WACL recognizes that opinions may differ regarding the appropriateness of materials in any library, that certain materials are controversial and that any given item may offend some library users. The procedures outlined below have been developed to assure that the requests of those who disagree with the inclusion of specific items in the collection receive serious consideration and are reviewed and evaluated using a defined and consistent process.

A library patron who requests the reconsideration of library material will be referred immediately to the Library Director or the librarian in charge. This staff member will review and explain the Collection Development Policy with the patron and the application of selection principles.

If a library patron persists in requesting that an item be withdrawn from the collection, the library's procedure for reconsideration will be followed and a separate Request for Reconsideration of Library Materials Form must be filled out for each item.

The process for the reconsideration of library materials consists of the following:

1. The library patron must complete the Request for Reconsideration of Library Materials Form and submit it to the Library Director. This request may not be submitted anonymously.

2. The Request for Reconsideration will be referred to a committee consisting of the Library Director and two Library and Information Science professionals who will determine whether retention of the item would be in violation of the Collection Development Policy.
3. The committee will reconsider the item using the general criteria of the Collection Development Policy and reviews from recognized sources within professional literature. During the review, the library will take appropriate action to ensure that the item continues to be available. Based on these criteria the committee will decide whether to remove the item from the collection.
4. The Library Director will notify the complainant of the committee's decision.
5. No items shall be removed from WACL's collection if the Library Director deems it appropriate for the collection and no items shall be added to WACL's collection if the Library Director deems it inappropriate for the collection.

Request for Reconsideration of Materials

Name _____ Date _____

Address _____

Phone _____

E-Mail _____

Who do you represent? ____ Self ____ Organization

Author _____

Title _____

WACL Call Number _____

Book Sound Recording Magazine Video Other

What brought the work/resource to your attention? _____

Why do you feel this item should not be in the collection at WACL? What are your specific concerns about the work? Please comment on the work/resource as a whole and give examples _____

Did you read, hear, or view the item in its entirety? ____ Yes ____ No

What specific pages or section of the item illustrate your point?

What action would you like the library to take? _____

Other comments that would be helpful to the committee reviewing this request?

STAFF USE ONLY

Form accepted by _____ Date _____ Department _____

Please return this completed form to Western Allegheny Community Library