

Request for Reconsideration

General Information:

It is a vital obligation of the Trails Regional Library to reflect differing points of view within its branches. However, there may be occasions when a patron of the library district may be concerned about a particular item in the library's collection or the age appropriateness of a library program, event or display.

The following criteria are necessary for this form to be considered:

- The requester must be a resident within the tax-paying library district
- This form must be completed in its entirety
- One request form per item, program, event or display
- An item, program, event or display will not be reviewed more than once
- The requester must agree to read the Collection Development Policy

Once filled out, please return this form to a Library staff member. Your request will be forwarded on to the Director. The Director and appropriate staff will review the form and respond back to you with a written response within five (5) business days. This is a public record; therefore, the Library is responsible for making the public aware of any challenged materials, programs, events or displays. All identifying information of the person making the request will be excluded. Should you feel further consideration of the item, program, event or display is necessary after their decision, please contact the Director who will include a further review on the agenda of the next meeting of the Trails Regional Library Board of Trustees.

Request for Reconsideration Form: to be filled out by the patron

Patron Name: _____ Library Card #: _____

Patron Address: _____

Patron Phone #: _____

Your concern is with _____ Library Item; book, audio-book, DVD, magazine, etc
_____ Library Program; age appropriateness -- Branch _____
_____ Library Event; age appropriateness -- Branch _____
_____ Library Display; age appropriateness -- Branch _____

Title of work: _____

Format: __ Book, __ Audio-Book, __ DVD, __ magazine, __ program, __ event, __ display

To what in the item, program, event or display do you have concerns or describe your objection to the item, program, event or display? (Please be specific)

Did you read/view/listen to the entire work? _____

If not, why did you not read/view/listen to the entire work? _____

What do you believe is the theme of the item, program, event, display? _____

Is there anything positive about this item, program, event, display? _____

If your concern is of a book, audio, DVD, or magazine, are you aware of any judgments of the work by professional reviewers? _____

Additional comments: (Please use additional pages if needed)

Have you read the Trails Regional Library's Collection Development Policy? _____

Signature _____ Date _____

July 2023