

Amagansett Library
Policy on Requests for Reconsideration of Library Materials

The choice of library materials by users is an individual matter. Responsibility for the reading materials of children and adolescents rests with their parents or legal guardians. While a person may reject materials for themselves and/or for their family, they cannot exercise censorship to restrict access to the materials by others.

A patron who has questions or concerns about Library materials is free to bring these concerns to the Library's attention through conversation, telephone, letter or email. Library personnel will make every effort to respond thoughtfully and within a reasonable time frame.

If concerns are not resolved, a patron may make a "Formal Request for Reconsideration of Library Materials". The attached form should be used. Anonymous requests will not be considered.

The Library Director will review the request and evaluate the material in question based upon the following factors:

1. The established Selection Policy of the Library.
2. Requests for the material in question.
3. Quality.
4. Intellectual freedom.
5. The Library's mission.
6. The need to offer balance in the collection

The Director will respond in writing to the request and advise the Board of both the request and his/her response at the next regularly scheduled Board meeting.

Patrons who wish to appeal the decision of the Library Director may submit a request, in writing, to the Library Board of Trustees for reconsideration. The Library Board shall reconsider the request based on the factors listed above and advise the patron in writing of its decision.

Approved: May 31, 2019
Reviewed: June 24, 2022

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

The Board of Trustees of the Amagansett Free Library has delegated the responsibility for selection and evaluation of library materials to the Library Director and, under his or her directions, to the professional staff members who are qualified for this activity, and has established reconsideration procedures to address concerns about those materials. If you wish to request reconsideration of library materials, please return this completed form to the Amagansett Library.

Please complete the items below.

Title: _____

Did you read/view this item? _____

What brought this resource to your attention? _____

To what in the material do you object? Please be specific.

Why do you object?

For what age group would you recommend this material? _____

Why?

Is there anything good about the material? _____

What would you suggest the library do about this material?

Additional Comments:

Signature of requester: _____ Date: _____

How may we contact you? _____