

Appendix II

Request for Reconsideration of Materials

Reading residents with serious objections to specific items in the Library should direct their complaints to a librarian. If the complaint is not resolved, the resident may file a "Request for Reconsideration of Library Materials" form to the Director's attention. This process is serious and can take time.

The item and the form will be reviewed by the library director and the Board of Library Trustees, using qualitative and quantitative data and assessments of the material. If the material meets the criteria of selection, it will not be removed from the collection because of pressure by any individual or group. After issuing a decision on the Reconsideration, the Board of Library Trustees will not review additional Requests for Reconsideration of the title in question for three years.

Requests for Reconsideration are reported to the Massachusetts Library Association (MLA) and the American Library Association (ALA). Pursuant to state law, all documents and emails received by a public employee or board are considered a public record unless the content falls within one of the stated exemptions under the Massachusetts Public Records Law. This will require releasing certain identifying information, such as the name of the requestor.

Intellectual Freedom and Controversial Materials

The Board of Trustees of the Reading Public Library endorses the Library Bill of Rights. The Board recognizes its right and responsibility to provide worthwhile materials of interest to its readers, including those on all sides of controversial issues. The criteria used by the professional staff when selecting materials are listed in the Collection Development Policy.

The Library does not advocate particular beliefs or views. The selection of any given item is not an endorsement of the viewpoint expressed. Library materials will not be marked in such a way as to show approval or disapproval. Access to library materials shall be controlled only to the extent necessary to protect them from danger or theft.

It is deemed the responsibility of parents and caregivers to determine what their children may read, watch or listen to, and selection of materials is not restricted by the possibility that young people may obtain material their parents and caregivers consider inappropriate.

The great diversity of the library's customers means that the library must do more than provide materials for the common denominator in order to be effective.

Reading residents may request the Board of Library Trustees reconsider library materials.

Amended: May 10, 2022, August 14, 2023

Form to Request for Reconsideration of Library Materials

Date: _____
Full Name: _____
Address: _____ Unit #: _____
Email: _____
Telephone: _____

You represent: ☐ Self ☐ Organization: (Please Name) _____

MATERIAL FOR RECONSIDERATION

Format: _____
Title: _____
Author / Date: _____
Call #: _____

1. What brought this material to your attention?
2. Have you examined or read the entire item? If not, why?
3. What concerns you about the material? Please be specific.
4. Are there materials you suggest that provide additional information and/or other viewpoints on this topic?
5. What action are you requesting the Board of Library Trustees to consider?

Signature _____ Date _____

Please return the completed form to a staff member at any service desk or email to rdgadmin@noblennet.org. You will be notified of when the Board is scheduled to review this request. Pursuant to state law, all documents and emails received by a public employee or board are considered a public record unless the content falls within one of the stated exemptions under the Massachusetts Public Records Law. This will require releasing certain identifying information such as your name.