

RIVER ROUGE PUBLIC LIBRARY REQUEST FOR RECONSIDERATION OF MATERIALS

The River Rouge Public Library welcomes comments and suggestions regarding the continued appropriateness of materials in the collection, especially concerning outdated materials. Suggestions will be considered and utilized by the library in the ongoing process of collection development.

Individuals may take issue with library materials that do not support their tastes and views. Staff is available to discuss concerns and identify alternate materials that may be available. If a patron's concern is not satisfied through discussion with staff, a formal, written request for reconsideration of materials may be submitted to the Library Director. Copies of this form as well as the Library Bill of Rights and the River Rouge Public Library Collection Development Policy are available at the reference desk or from the Library Director.

The River Rouge Public Library is not a judicial body. Laws governing obscenity, subversive materials, and other questionable matters are subject to interpretation by the courts. Therefore, no challenged materials will be removed solely for the complaint of obscenity or any other category covered by law until after a local court of competent jurisdiction has ruled against the material. No materials will be knowingly added to the library collection that have been previously determined to be in non-compliance with local laws.

For a request for reconsideration to be considered, the form must be completed in full. The patron submitting the request must be a resident of River Rouge and hold a valid library card. The patron will also be asked to read the Library Bill of Rights and the River Rouge Public Library Collection Development Policy.

PROCEDURE FOR HANDLING A LIBRARY PATRON'S COMPLAINT ABOUT MATERIALS IN THE COLLECTION

1. The staff member receiving the complaint will request that the patron fill out the form "River Rouge Public Library Request for Reconsideration Form" and return it to the Library. The staff member will also inform the Library Director of the incident.
2. Upon return of the form, the book will be read independently (or video viewed, etc.) by the Library Director, and two members of the Library Commission. Each reader will write a brief review, including in it a recommendation as to whether it should remain in the collection. This should be done within one month of the receipt of the request for reconsideration.
3. These reviews, as well as three professional reviews if available, will be examined by the Library Commission at its next regularly scheduled meeting. At this time a decision will be made as to the material's inclusion in the collection.
4. The recommendations and decisions made during steps 2 and 3 should reflect the relationship of the material in question to the Collection Development Policy.
5. The material in question shall remain available for circulation until a final decision is reached.
6. The Library Director shall inform the patron of the decision in writing within two weeks. The reasons for the decision are to be explained, and all copies of the reviews enclosed.

Commission approved May 25, 2004