



## **RECONSIDERATION OF LIBRARY MATERIALS POLICY**

When a library patron requests that a specific item be removed from the library collection or restricted in use, the following procedure will be enacted:

1. The patron will complete a written "Request for Reconsideration of Library Material" form. (attached)
2. The form will be reviewed by the Library Director and referred to the Board of Trustees at their next regular meeting.
3. The patron will receive a written response from the Board.

*Adopted 01/19/95*

*Revised 11/09/10*