

## **RECONSIDERATION of LIBRARY MATERIALS**

A singular obligation of the public library is to reflect within its collection differing points of view on controversial or debatable subjects. The Haverford Township Free Library does not promulgate particular beliefs or views, nor does the selection of an item express or imply an endorsement of the author's viewpoint. Library materials will not be marked or identified to show approval or disapproval of the contents, nor will items be sequestered, except for the purpose of protecting them from damage or theft.

Comments from members of the community about the collection or individual items in the collection frequently provide librarians with useful information about interests or needs that may not be adequately met by the collection. The library welcomes expression of opinion by customers, but will be governed by this Materials Selection Policy in making additions to or deleting items from the collection.

Customers who request the reconsideration of library materials will be asked to put their request in writing by completing and signing the form entitled "Request for Reconsideration of Library Material."

Upon receipt of a formal, written request, the Director will appoint an ad hoc committee from the professional staff including, but not limited to the selector for the subject area of the item in question and the appropriate Department Manager. The committee will make a written recommendation to the Director who will then make a decision regarding disposition of the material. The Director will communicate this decision and the reasons for it, in writing, to the person who initiated the request for reconsideration at the earliest possible date. The Director will inform the Board of Trustees of all requests for reconsideration of library materials and their disposition.

In the event that the person who initiated the request is not satisfied with the decision of the Director, she/he may appeal for a hearing before the Board of Trustees by making a written request to the President of the Board. The Board of Trustees reserves the right to limit the length of presentation and number of speakers at a hearing. The Board will determine whether the request for reconsideration has been handled in accordance with stated policies and procedures of the Haverford Township Free Library. On the basis of this determination, the Board may vote to uphold or override the decision of the Director.