



# Upper Dublin Public Library

## Reconsideration of Library Materials Policy

*Connecting people and ideas to educate, inspire and strengthen the Upper Dublin community.*

**UDPL—We're About You!**

The Upper Dublin Public Library selects materials in support of its mission. As such, the library aims to offer a diverse collection of differing viewpoints. Acquisitions are evaluated using criteria in the library's Materials Selection/Collection Development Policy and in accordance with guidelines stated by the American Library Association in its Library Bill of Rights, Freedom to Read and Freedom to View statements. The selection of an item is not meant to express or imply an endorsement of the author's work or viewpoint.

Questions about items in the collection will be directed to the Assistant Director. In his/her absence, the individual will be directed to the librarian in charge of the collection in which the item in question is located or another librarian.

If the individual still desires to question the appropriateness of the item, he/she is required to put his/her request in writing by completing and signing the form (opposite side) entitled "Request for Reconsideration of Library Materials" and submit it to the Library Director. **Please note: It is part of the library's Materials Selection/Collection Development Policy that materials are evaluated as complete works and not on the basis of a particular passage or passages. Therefore, only those requests in which the initiator has read/listened/viewed the ENTIRE work will be considered.**

Upon receipt, the Library Director will appoint an ad hoc committee of library staff including, but not limited to, the director and the librarian responsible for the collection in which the item in question is located. Referring to the library's Materials Selection/Collection Development Policy, the committee will review the request and make a decision. The Director will communicate the committee's decision in writing to the person who initiated the request and to the Library Board of Directors.

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

Adopted by the Upper Dublin Public Library Board of Directors 6/20/2007, rev. 1/3/2008, 1/21/2009,

2/15/2012, 2/20/2013, 8/17/16

# Request for Reconsideration of Library Materials

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Book \_\_\_\_ Magazine \_\_\_\_ DVD \_\_\_\_ CD \_\_\_\_ Other \_\_\_\_

Publisher/Date: \_\_\_\_\_

Date of Library Visit: \_\_\_\_\_

Please state the reason for your request. Include specific objections.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you read, viewed or listened to this work in its entirety? \_\_\_\_\_

Please note: It is part of the library's Materials Selection/Collection Development Policy that materials are evaluated as complete works and not on the basis of a particular passage or passages. Therefore, only those requests in which the initiator has read/listened/viewed the ENTIRE work will be considered.

Are you aware of published reviews of this material? Please specify:

\_\_\_\_\_

What action would you like the Upper Dublin Public Library to take regarding this material?

\_\_\_\_\_

**Request initiated by:** Your Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Do you represent:**

Yourself: \_\_\_\_\_

A Group or Organization (Please Name): \_\_\_\_\_

Signature of person making Request: \_\_\_\_\_ Date: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Return to: Director · Upper Dublin Public Library · 805 Loch Alsh Avenue · Fort Washington, PA 19034

Adopted by the Upper Dublin Public Library Board of Directors 6/16/1997, rev. 6/20/2007, 1/3/2008,  
2/15/2012, 2/20/2013, 8/17/2016