

## ***REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS***

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The Cuyahoga Falls Library subscribes to the American Library Association's Library Bill of Rights, which states in part, that "Books and other library resources shall be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials shall not be excluded because of the origin, background, or views of those contributing to their creation." The Library Bill of Rights continues by saying that "Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval." It is the Cuyahoga Falls Library's responsibility to provide resources on many subjects, from multiple viewpoints, appealing to the public's diverse interests and tastes.

Residents of the City of Cuyahoga Falls or the Village of Silver Lake who wish the Library to reconsider the purchase of a particular item must complete and sign the Request for Reconsideration of Library Materials form. When the Library Director receives the form, the Director will appoint a staff committee of three or five people, including the Director. As soon as practicable, the committee will examine the item in its entirety, taking into consideration the original reasons for purchase, and evaluate the item in light of the Library's Selection and Collection Development Policy, the Library Bill of Rights, and the item's critical reception. After the item has been reviewed, taking into consideration the complainant's objections, the committee will make a determination, and the Director will respond to the resident in writing. A resident may only have one active complaint form at any given time.

If the complainant wishes to appeal the decision of the staff committee, the complainant may do so to the Board of Trustees within 60 days of receiving the committee's response. The appeal request must be submitted in writing and will then be placed on the agenda of the next regularly scheduled Board meeting. The complainant will be given the opportunity to address the Board during a public participation period. The Board President may then appoint an ad hoc committee of three or five Board members and the Library Director to examine the item in question. The ad hoc committee will review the item and any other materials they believe are appropriate and make a recommendation to the Board at the next regularly scheduled meeting. The decision of the Board is final.

All items going through the reconsideration process will remain in the collection without alteration until a determination has been made. Once a particular item has gone through a reconsideration process, it may not be subject to additional reconsideration requests for five years.

Approved by the Cuyahoga Falls Library Board of Trustees, July 16, 2024

**Request for Reconsideration of Library Materials Form**  
*(Also may be used for library programs)*

Format (Book, DVD, library program, etc.) \_\_\_\_\_

Author (if applicable) \_\_\_\_\_

Title \_\_\_\_\_

Publisher \_\_\_\_\_

Your name \_\_\_\_\_

Address (Street, City, State, Zip) \_\_\_\_\_

Email \_\_\_\_\_ Phone# \_\_\_\_\_

Do you represent an organization(s)? If so, please identify \_\_\_\_\_

Did you read/view/listen to the entire work? \_\_\_\_\_

Why do you object to this item? (Please be specific, citing pages, sections, etc.) \_\_\_\_\_

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

Did you find anything of value or use in this item? If so, what?

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

What prompted you to read/view/listen to this item? \_\_\_\_\_

For what age group would you recommend this item? \_\_\_\_\_

What would you like the library to do about this item? \_\_\_\_\_

What would you recommend instead of this item? \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



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