

Alamosa Public Library  
300 Hunt Ave.  
Alamosa, CO 81101

### Reconsideration of Library Materials

In order to represent the diversity of thought, it is important that the Library's collection contain materials representing differing points of view on public issues of a controversial nature. The Alamosa Public Library does not endorse particular beliefs or views, nor does the selection of an item express or imply an endorsement of the viewpoint expressed by the author. Library staff will not label or identify materials to show approval or disapproval of the contents, nor will they sequester items, except for the purpose of protecting them from theft or damage.

Comments from members of the community about the collection or individual items in the collection frequently provide the librarians with useful information about interests or needs that may not be adequately met by the collection. All requests for the Library to reconsider materials must be made in writing. Staff will make the *Request for Reconsideration of Material* form available to anyone who expresses dissatisfaction with Library material.

The following procedures will be followed when a patron or group finds some specific material or author objectionable or unsuitable for circulation:

1. Submit a *Request for Reconsideration of Material* to the Library Director. The patron may leave the completed form at the library or mail it to the Library Director.
2. Challenged materials shall remain on the shelves and in circulation until a final decision has been made.
3. Upon receipt of the completed form, the Library Director will assign at least three library staff members to read/watch/listen to the material and reviews will be researched. The Library will obtain additional copies of the material as needed from appropriate sources for the Board of Trustees to read or review.
4. The Request will be presented to the Library Board along with the material in question at the next regular meeting of the board. The Library Director and the Library Board of Trustees will arrive at a

decision that is based on methodical study of the professional reviews of the work in question, the opinions of the Trustees, and the opinions of the staff, and the material's strength and value as a whole and not in part. A second meeting may be needed if the Board feels more time is needed to reach a decision.

5. The material in question will be either:
  - a. withdrawn as no longer suitable for the library collection development, OR
  - b. returned to the shelf for accessibility to the general public.
6. The individual or group will be officially notified in writing of the decision of the Library Board and the Library Director.
7. As a final recourse, patrons who still feel that their concerns have not been adequately met, have the ability to express their issues to City Council.

All library patrons shall have full access to the library's collection. Selection of adult materials will not be limited by the possibility that they may come into the possession of minors. Library personnel may attempt to dissuade a young patron who has chosen a book obviously beyond his or her comprehension, but if that young patron insists on checking out that specific book, the library staff member cannot be held responsible in any way. Responsibility for the reading of minors rests with their parents or legal guardians.

**Approved by Library Board of Trustees  
April 28, 2009**

**ALAMOSA PUBLIC LIBRARY**  
**REQUEST FOR RECONSIDERATION OF MATERIAL**

Name of person filling out form: \_\_\_\_\_

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

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

Do you represent: Yourself \_\_\_\_\_ or an organization \_\_\_\_\_ or other individuals \_\_\_\_\_

Name of organization/other individuals: \_\_\_\_\_

Title of Material: \_\_\_\_\_

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

Type of Material (e.g., book, cassette, DVD, etc.): \_\_\_\_\_

(If you need more space, please attach another sheet of paper.):

1. What do you object to in the material? (Please be specific, citing pages or location.):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. What do you feel might be the result of reading, viewing, or listening to the item in question and to whom would it be harmful? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. For what age group (if any) would you recommend this material? \_\_\_\_\_

4. Is there anything good about this material? Yes  No

Why or why not? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Did you read/hear/view the entire material? Yes  No

If no, which parts did you read/hear/view? \_\_\_\_\_

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6. Do you consider the material to have any intrinsic value? Yes  No

Why or why not? \_\_\_\_\_

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7. Are you aware of the judgment of this material by professional critics? Yes  No

If so, by whom and what was the evaluation? \_\_\_\_\_

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8. In your opinion, what was the author's purpose in creating this material?

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9. What would you like your Library to do about this material and how would that improve the Library's service to the community? \_\_\_\_\_

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10. What do you suggest as a replacement for this material? \_\_\_\_\_

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_