

## PROCEDURE FOR REQUEST FOR RECONSIDERATION OF LIBRARY RESOURCES

1. All concerns expressed to staff members will be referred to the library Director, who will discuss the matter with the customer/patron.
2. If not satisfied, the customer/patron may fill out a "Request for Reconsideration of Library Resources" form; the signed request is to be presented to the librarian on duty or to the Library Director.
3. Copies of the completed form and accompanying relevant material will be sent by the Library Director to the Library Board.
4. Discussion of the request will be placed on the agenda for the next regularly scheduled Library Board meeting.
5. The customer who signed the request will be sent a copy of the Library Board agenda.
6. The resource in question will remain in circulation until the Library Board acts on the request.
7. If the customer who signed the request is not in attendance at the meeting, the Library Board will send a written notification of the Board's decision to that person.
8. Decisions on reconsidered materials will stand for three years before new requests for reconsideration of those items will be examined.

**FORT STOCKTON PUBLIC LIBRARY  
REQUEST FOR MATERIAL RECONSIDERATION**

1. Resource on which you are commenting:

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

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

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

2. Request initiated by: \_\_\_\_\_

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

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

Do you represent self? \_\_\_\_\_ Or and organization? \_\_\_\_\_ Name of  
Organization: \_\_\_\_\_

3. Did you read/view the entire work? \_\_\_\_\_

4. What is your objection? Please be specific. Cite pages:

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

5. What is positive about the work?

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

6. What do you feel might be the result of reading/viewing the material?

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

7. For what library patron would you recommend this work?

\_\_\_\_\_

8. What resource(s) do you suggest to provide additional on this topic?

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9. Action requested:

\_\_\_\_\_ Return it to staff selection committee for reevaluation

\_\_\_\_\_ Other. Explain \_\_\_\_\_

10. In its place, what work would you recommend that would convey as valuable a perspective of the subject treated? \_\_\_\_\_

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11. Have you read the Fort Stockton Public Library's material selection criteria?

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\_\_\_\_\_  
Signature