

**Policy:**

The Sandown Public Library Board of Trustees recognizes the rights of individual community members to question or object to materials currently in the library collection. It further recognizes that American democracy functions only if the full range of human ideas is accessible to all people and if proponents are able to fully and openly state their views. The Library Bill of Rights supports the guarantee of the First Amendment of the Constitution of the United States of America, which protects the free expression of ideas. The library materials at the Sandown Public Library attempt to present the widest diversity of views and expressions, including those that are unorthodox or unpopular with the majority.

**Procedure:**

Patrons requesting material be considered for reconsideration may ask to speak with the Library Director who will discuss the material in question with the patron. If the issue cannot be resolved at this discussion, a copy of this policy and a form to request reconsideration will be given to the patron. In order for the request to be considered, the patron submitting the request form must be a resident of Sandown.

The Library Director will check out the material in question and review to determine if the request does apply to the material. The Library Director will also review the request form for proper completion. A particular material will only be reconsidered once in a twelve-month period.

The Library Director will bring material and submitted form to the next scheduled Board of Trustees Meeting. Board members will then review the material.

At the next scheduled Board of Trustees Meeting, the Board will review the reconsideration in an open forum encouraging opposing viewpoints. The Board considers all materials selected under the Materials Selection Policy to be constitutionally protected under the First Amendment unless the materials are determined unprotected by judicial action in courts of jurisdiction. If the challenge by the patron is that the material in question is not protected, the burden of proof rests with the patron.

At the close of discussion, a vote will be taken by the Board on the reconsidered library materials. The Board of Trustees will take one of the following actions:

1. Material will maintain current status, or
2. Material will be relocated within the library, or
3. Material will be removed from circulation.

The decision of the Board of Trustees of the Sandown Public Library is final, unless otherwise instructed by a court of law. The Library Director will inform the patron who requested the reconsideration of the Board's decision.

**SANDOWN PUBLIC LIBRARY**  
**Request for Reconsideration of Library Materials**

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

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

Book       Magazine       Movie       Audiobook       Other

Request initiated by: \_\_\_\_\_

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

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

Telephone \_\_\_\_\_

Do you represent:

- Yourself
- An organization (name) \_\_\_\_\_
- Other group (name) \_\_\_\_\_

Are you familiar with Sandown Public Library’s Collection Development Policy, the Freedom to Read and Freedom to View statements, and the Library Bill of Rights? (If no, a PDF file is available on the Library’s website on the Library Policies page).

Yes                                              No

Did you read/ hear the entire work?

Yes                                              No

If no, what parts have you read/ heard?

\_\_\_\_\_

What do you believe is the theme of the material?

\_\_\_\_\_

\_\_\_\_\_

What critical reviews of the material have you read?

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What portion of the material do you wish reconsidered? (Please be specific, cite pages, audio track, track number, etc.)

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Why do you want this material to be reconsidered?

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What would you like Sandown Public Library to do with this material?

- Re-examine it
- Restrict its use
- Withdraw it from the collection

Can you recommend material that would convey the same values and perspectives that the Library could consider for purchase?

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

**Printed name:** \_\_\_\_\_

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

Reviewed, Revised, Approved by the Trustees of the Sandown Public Library, 6/08/2023