

A. PURPOSE

The Elkhart Public Library recognizes that there may be complaints about specific titles and types of material selected for the Library's collection. This policy ensures a systematic approach for handling requests for removal of library materials while upholding the fundamental principles of intellectual freedom.

B. POLICY

1. Individuals or organizations who wish to request reconsideration of library materials must complete a Request for Reconsideration form, including date and signature(s).
2. Individuals requesting reconsideration of materials must be residents of the Elkhart Public Library district. Organizations wishing to request reconsideration of materials must be physically located within the Elkhart Public Library district.
3. The Director will appoint a committee to review each Request for Reconsideration. The committee will consult/consider the following in preparing its report and recommendation:
 - a. The American Library Bill of Rights, published by the American Library Association
 - b. The Freedom to Read Statement, jointly published by the American Library Association and the American Publishers Association
 - c. The Elkhart Public Library Collection Development Policy
 - d. Professional reviews
 - e. The literary, historical, cultural, and societal context in which the work was created
4. An item will be reconsidered only once in a twelve-month period.
5. Materials being reconsidered will remain in the collection for access while reconsideration takes place.
6. The Director will notify the President of the Elkhart Public Library Board of Trustees when
 - a. a request is submitted, and
 - b. a decision is reached by the Director.
7. The initiator of a request may appeal the decision of the Director to the Board of Trustees.
8. The decision of the Board will be final and binding.

C. ADOPTION

1. Adopted by the Elkhart Public Library Board of Trustees: November 18, 2014