



Carbon County Library System

Intellectual Freedom

And Request for Reconsideration Policy

As part of its mission, the Carbon County Library System ensures freedom of information for all. The selection of library materials is predicated on the patron's right to read, listen, or view, free from censorship by others. The Library holds censorship to be a purely individual matter and declares that while anyone is free to reject books and other materials of which they do not approve, they may not restrict the freedom of others.

Materials available in the Library present a diversity of viewpoints, enabling patrons to make the informed choices necessary in a democracy. The Library selects a wide variety of materials that satisfy the diverse interests of the community. The Library upholds the right of the individual to secure these resources, even though the content may be controversial, unorthodox, or unacceptable to some. The library's varied collection is available to all; however, it is not expected that all of the collection will appeal to everyone.

Responsibility for materials selected and read by children and adolescents rests with the youth's parents or legal guardians. The Library does not stand *in loco parentis*. Selection decisions are not influenced by the possibility that materials may be accessible to minors.

Genre and shelf labels on materials exist to indicate various collections but will not be used for the purpose of restricting access or endorsing content. No materials are sequestered except to protect them from damage or theft.

The Carbon County Library System recognizes that a collection of diverse materials may result in some complaints or requests for reconsideration. Such requests may be based on incorrect classification of an item or the belief that an item has no redeeming social value; however, the CCLS will be governed by its set of policies for modifying the collection.

The Carbon County Library System responds to requests for reconsideration of library materials from residents of Carbon County, Wyoming. Requestors must have read, viewed, or heard the entire work to have their challenge considered.

The following procedures have been developed to ensure that complaints are handled in an attentive and consistent manner. The following steps will be used when an individual feels that further action is necessary to address concerns about a library resource.

Reconsideration Process

1. A concerned patron wanting to challenge a library material will be asked to put a request in writing by completing and signing the "Request for Reconsideration of Library Materials" form and submitting the completed form to 215 W Buffalo St. Rawlins, WY 82301. The Executive Director shall notify the Library Board once a reconsideration form has been received.

For the duration of this process, the material in question will remain in circulation in the library collection.

2. The CCLS will form a Reconsideration Committee consisting of the Executive Director, Acquisitions and Resources Manager, and the Branch Manager of the library holding the material being reviewed.
3. The Committee will review the reconsideration form and the material in question and will follow the operational guidelines as outlined by the American Library Association. The Committee's decision will be communicated to the requestor within 21 business days from receipt of the request, informing the patron of the Committee's decision and the reasons supporting the decision.
4. If the concerned patron is not satisfied with the decision, a written appeal may be submitted within ten business days to the Library Board. If no further action is taken within 10 business days by the patron who submitted the Request for Reconsideration, the decision at this level will be considered final.

An appeal will only be considered when the patron believes the decisions are alleged to be violations of library policy. Disagreements with the decisions of the Reconsideration Committee, do not, in and of itself, constitute a valid challenge. When appealing a decision, patrons must reference the specific library policy which has been violated. Presentations shall not be focused on arguing the original challenge of the collection item.

5. The Executive Director will coordinate with the patron to schedule the appeal for a future Library Board Meeting. If the appeal is received less than 14 days prior to a board meeting, the appeal may be scheduled for the next board meeting scheduled thereafter. Appeals are scheduled on a first come first served basis and may be rescheduled to a later meeting based on time constraints. The Library Board of Directors may limit the number of challenges or appeals to be heard at Board meetings. If there are multiple titles being appealed, each title will be a separate appeal.

The appeal will include the following steps, in this order:

- a. The Executive Director will present existing Reconsideration documents to the Library Board.
- b. The patron will present the appeal, outlining their appeal argument. The patron's appeal presentation will be limited to no more than ten (10) minutes. Board members may ask questions once the appeal presentation is complete. The Chairperson or Board members will not enter into a dialogue with speakers. Questions from the Board will be for clarification purposes.

When the appeal is presented by the patron at the meeting, no public comment will be allowed. Discussions between speakers and members of the audience shall not be allowed.

- c. The Library Board will review the selection criteria and consider other appropriate information, including professional reviews and recommendations, comments from Library staff, and comments from the concerned patron.
- d. The Library Board may discuss the presentation and may vote on the appeal, thereby making a final decision.
- e. If the Board determines that additional discussion is necessary, the matter may be tabled until the next meeting for further discussion following which a vote will be taken.

Please refer to the Collection Development Policy for more information. The Library is further guided by:

Library Bill of Rights
Interpretations of the Library Bill of Rights
Freedom to Read Statement
Freedom to View Statement

Adopted: 04/19/11, Revised: 11/17/21, 10/19/22