



# OZARK REGIONAL LIBRARY

## Request for Reconsideration of Library Materials, Displays, or Events

Ozark Regional Library (ORL) values the opinion of its community of users. ORL card holders are free to express opinions or concerns about specific library materials, programs, and events. Please note that the presence of materials, programs, and events in the library does not indicate that ORL endorses the content of those materials, programs, or events. Materials are purchased and displays and programs are vetted and implemented using standard evaluation methods.

The choice of library materials accessed by a library user is an individual matter. While a user may reject materials for personal use, one may not restrict other library users' access to those materials or attendance to programs and events. The library respects the right of parents and caregivers to determine what is or is not appropriate for their own child. Parents and caregivers are therefore responsible for monitoring card use and applying restrictions they deem appropriate on their own child's access to library materials, events and programs.

Procedures have been developed by ORL to assure that requests for review of the presence or placement of materials, programs, or events in the ORL collection are handled in an attentive, consistent, and timely manner. Once a decision has been made, the requester will be notified in writing. Please return this form to your local library branch when completed. If any of the information below is missing, this form will be considered invalid.

Date \_\_\_\_\_ Library Branch and Location in Library \_\_\_\_\_

Requester's Full Name \_\_\_\_\_ Library Card Number \_\_\_\_\_

Requester's Address \_\_\_\_\_  
Street City Zip

Title of Item/Program or subject of display \_\_\_\_\_

Publisher (if applicable) \_\_\_\_\_

Date item was published, date when Program took place, or date display was noted \_\_\_\_\_

Have you read/viewed/listened to entire item, program, or event? \_\_\_\_\_ Why or why not? \_\_\_\_\_

Have you read and understood Ozark Regional Library's Collection Development Policy? \_\_\_\_\_

To what do you object (please be specific and indicate page numbers for books if applicable)? \_\_\_\_\_

What action would you suggest be taken regarding the item or display in question? \_\_\_\_\_

Requester's Signature \_\_\_\_\_

*Approved by Board of Trustees 06/21/23*

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**For Library Use Only:**

Form received by (staff member & title)\_\_\_\_\_Date\_\_\_\_\_

Date received by...

Head of Technical Services (materials)\_\_\_\_\_

Head of Programming (programs and events)\_\_\_\_\_

Branch Manager (displays)\_\_\_\_\_

**Reconsideration Decision:**

Material, display, programming, or event\_\_\_\_\_

Criteria used to review material

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Action recommended (including the reason/s and evidence for the recommendation)

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Signature & title\_\_\_\_\_Date\_\_\_\_\_

Director's signature\_\_\_\_\_Date\_\_\_\_\_

Date decision sent to patron in writing (within 30 days of receipt) \_\_\_\_\_

Date decision is posted on website (with patron name redacted) \_\_\_\_\_

*Approved by Board of Trustees 06/21/23*