

Reconsideration of Materials Policy:

In order to represent the diversity of thought within the North Kansas City community, it is very important that the Public Library's collection contain materials representing differing points of view on public issues of a controversial nature. The North Kansas City Public Library has a responsibility to serve the whole community---the minority as well as the majority. That responsibility includes providing information that some customers may find offensive and/or controversial. The Library makes every effort to represent all sides and viewpoints of controversial issues.

Customers, at any time, are invited to give their comments and criticism of the collection, parts of the collection or individual items. However, the Library Board believes that no citizen in a democracy has a right to prevent another from reading/viewing/listening a specific work or using specific materials by demanding the removal of such from the Library collection. Library materials will not be marked or identified to show approval or disapproval of the contents. Library items will not be sequestered except for the purpose of protecting them from theft, damage or staff use. With respect to the use of library materials by children, the decision as to what a minor may read, hear or view is the responsibility of his or her parent or guardian. Selection will not be inhibited by the possibility that controversial materials may come into the hands of children. Persons are welcome to meet with the Director or attend Library Board meetings to discuss this policy, the Library collection as a whole, and individual items in the collection.

The North Kansas City Public Library subscribes to the principles embodied in the following statements of the American Library Association, copies of which are appended to and made an integral part of this policy: [Library Bill Of Rights](#), [Freedom To Read](#) and [Freedom To View](#).

Reconsideration Procedure:

As stated above, the North Kansas City Public Library staff and Library Board of Trustees support intellectual freedom and subscribe to the principles of the American Library Association's Library Bill Of Rights and its statements on Freedom To Read and Freedom To View. The Library staff through selection makes every effort to provide materials that reflect the diversity of viewpoints within the community.

When a customer makes a request for reconsideration, this procedure is followed:

1. A member of the Library staff explains the reconsideration policy to the customer. The customer, after discussion, may then submit a written Request for Reconsideration form to the Library Director. The Library will keep on hand and make available Reconsideration Requests forms at all service desks and online. All formal objections to materials must be made on this form and signed by the requester.
2. The completed form is reviewed by a staff committee established by the Library Director. Staff reviews the resource in question to ascertain that it was selected based on selection criteria guidelines. The Library Director shall make a written response to the requester within twenty-one (21) days of the date that the reconsideration form was submitted. The written response will be sent certified mail. The Library Director shall also notify the Library Board of Trustees of each Request for Reconsideration.
3. If the requester is not satisfied with the decision of the Library staff, s/he may appeal in writing within five (5) working days of receipt of the staff decision to the Library Director, who then convenes a Reconsideration Committee within ten (10) working days of the date of the appeal.

This committee will consist of:

One (1) member of the Library Board of Trustees to be named by the President

One (1) member of the community selected by a majority of the Library Board of Trustees

Three (3) members of the Library/High School Media Center staff

4. In reviewing the Request for Reconsideration, the Reconsideration Committee employs the selection criteria (described above in this document) and considers other appropriate information, including professional reviews and recommendations, comments from the Library staff, and comments from the requester. The requester will be offered an opportunity to talk about and expand on the request form. The Committee may request that individuals with special knowledge be present to give information to the committee. Library resources are not removed from the collections during the review period. Copies of the materials in question may be provided as evaluation copies for use of the Reconsideration Committee, appropriate staff or the Library Director.

The Requester shall be kept Informed by the Library Director concerning the status of his or her request throughout the Committee reconsideration process. The Requester shall be given 48 hrs advance notice of the meetings.

5. Within ten (10) working days of the Reconsideration Committee's review meeting, as described in 4, the Reconsideration Committee will recommend an action to the Library Director, who will reach a decision and inform the requester and the committee in writing of that decision within five (5) working days. The written decision will be sent to the requester through certified mail.

6. Should the requester wish to appeal this decision, s/he may make a final appeal in writing, within five (5) working days upon receipt of the decision, directly to the Library Board of Trustees which will schedule and conduct a public hearing within thirty (30) working days of the final written appeal in order to reach a final decision by majority vote. The Board's decision will be final.

Board Approved January 2005