

Lodi Memorial Library

Request for Reconsideration of Library Material Policy

The Library welcomes citizens' expressions of opinion concerning materials acquired for the Library collections. Requests to remove materials will be considered within the context of the policies set forth in the Library's Collection Development Policy.

Any individual expressing an objection to or a concern about library materials will receive respectful attention from the staff member first approached. The staff member will offer the option of speaking with the Library Director and/or filling out a "Request for Reconsideration" form which is available in the library and can be found on the library's website.

Patrons requesting that material be withdrawn from or reclassified within the collection may complete a "Request for Reconsideration" form. The patron submitting the request must be a resident of Lodi, NJ and hold a valid borrower's card from Lodi Memorial Library.

The material will be reviewed by the Library Director who will discuss the request with the patron. If no appropriate resolution of the patron's concern can be reached by the Director, the request will be placed on the agenda of the next regular meeting of the Lodi Memorial Library's Board of Trustees. The Library Board's decision will be final. The director will respond in writing, within thirty days of the Board meeting to notify the patron of the Board's decision concerning his or her request for reconsideration. The response will indicate the action to be taken and reasons for or against the request. An item will only be evaluated for reconsideration once in a twelve-month period.

Lodi Memorial Library Request for Reconsideration of Materials Form

The Board of Trustees has delegated the responsibility for selection and evaluation of library resources to the collection development committee, and has established a reconsideration process to address concerns about those resources. Completion of this form is the first step in this process. If you wish to request reconsideration of library resources, please return the completed form to the Library Director, Lodi Memorial Library, One Memorial Drive, Lodi, New Jersey 07644 (Board Approved 9/21/2011)

Name _____

Address _____

Phone _____

Email _____

Signature _____ Date _____

Do you represent self? _____ Organization? (specify) _____

Type of material about which you are commenting:

_____ Book _____ DVD _____ CD _____ Magazine _____ Content of Library Program

_____ Newspaper _____ Other

Title: _____

Author/Publisher or Producer/Date: _____

For Questions 1-5 below, (use other side or additional pages if necessary)

1. What brought this material to your attention?

2.. Have you read, listened or viewed the entire content? If not, what parts? (Please indicate pages, or sections so that library staff can locate the portion for review.)

3. What concerns you about the material?

4. List any materials(s) you suggest to provide additional information on this topic

5. Can you recommend material of comparable quality or another title that would convey the same perspective of the subject treated?