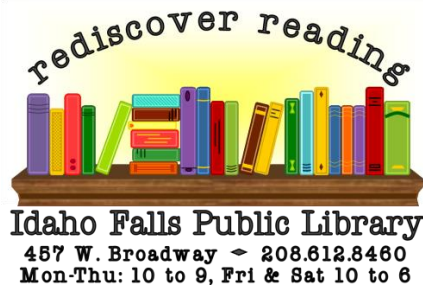


## **Reconsideration or Relocation of Materials Policy**

Persons raising an objection to a book or other materials in the library collection will be offered the Request for Reconsideration or Relocation of Materials form and asked to complete the entire form. Upon completion of the form and submission, either in person to the Administration Office or through the United States Postal Service, the following actions will be taken:

1. The form will be stamped received showing the date the form was received in the library administration office.
2. A copy of the form and the material in question will be given to the Library Director.
3. A form letter or email shall be sent to the patron within five business days of receipt by the library acknowledging the date of receipt of the Request for Reconsideration or Relocation and the final determination meeting date.
4. The Library Director will appoint a Committee of three volunteers to consider the request, evaluating the material based on circulation, awards, reviews, quality and merit of the work in question, how it adds to the collection and how Section 18-1514, Idaho Code applies to the material.
5. The Committee will forward their decision to the Library Director who will then make the decision available to members of the Library Board.
6. A letter of determination in response to the Request for Reconsideration or Relocation shall be provided to the patron within 30 days of submission, during which time the material in question shall remain in the active collection.
7. A copy of all Requests for Reconsideration, and associated correspondence shall be retained in the Library.
8. The decision of the committee may be appealed to the Library Board of Trustees.
9. Appeals of the committee's decision shall follow the following procedures:
10. Any appeal must be in writing and received by the Library within ten (10) working days following notification of the Committee's decision.
11. The appeal is limited to the applicant's written Request for Reconsideration and shall not introduce new elements or content.



12. The appeal must clearly set out reasons why the decision by the Committee should be overturned and shall be based on the Requester's written explanation of their objections and specific citations from the materials objected to;

Reasons for the appeal must include how the materials in question violate Section 18-1514, Idaho Code, and how the work when considered as a whole and in the context in which it is used, does not possess serious literary, artistic, political, or scientific value for minors.

That the decision did not fairly address the basis of the Request for Reconsideration or Relocation;

That there is a reasonable resolution of the concern that should have been addressed and was not;

or that the Request was misunderstood or unfairly considered.

Only the appellant or their designee will be able to present the appeal. Petitions, letters, testimonials, etc., will not be considered in the appeal process.

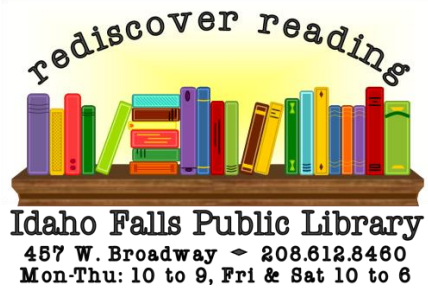
The appellant will present first and will be given a minimum of ten (10) minutes to present, followed by ten (10) minutes for the Committee's response, and, if desired, a five (5) minute rebuttal by the appellant.

The Board Chair has the discretion to add or reduce time for the respective presentations to preserve principles of fairness to the issues and participants.

The Board shall be free to ask questions of any appeal participant at any time during the appeal and may request to see, hear, or refer to relevant materials, at their sole discretion.

Each member of the Board may give whatever weight or credence they wish to any materials and testimony presented in the appeal.

Following the appeal presentation, the Board shall conduct a duly noticed public hearing for the purpose of obtaining insight into the prevailing standards in the adult community with respect for what is suitable material for minors. Each person speaking in the public hearing will state their name and address, and be given two minutes to speak.



At the conclusion of the public hearing, the Board shall deliberate and vote to sustain, modify, or overturn the Committee's decision.

No appeal of the same book, video, graphic novel, or other Library material will be considered within three years of a previous Request for Reconsideration or Relocation of the same item.

The decision of the Board of Trustees shall be final.

DRAFT DRAFT