



# Canon City Public Library

## Materials Reconsideration Policy

### Library Policy

Canon City Public Library believes in freedom of information for all and does not practice censorship. The selection of library materials is predicated on the patron's right to read and freedom from censorship by others. Library materials may be controversial, and any given item may offend some person. Selections for the library are made solely on the merits of the material in relation to the development of a collection that serves the needs and interests of a diverse population.

The Canon City Public Library and Royal Gorge Regional Museum Board recognize that a collection of diverse materials may result in some complaints or requests for reconsideration. Canon City Public Library's Collection Development Policy guides the development and continuous evaluation of the collection to reflect Canon City Public Library's mission to provide access to resources and opportunities that enrich individual lives and builds community.

The Library holds the choice of reading and viewing materials as a purely individual matter. Patrons are free to reject books and other materials of which they do not approve. Patrons may not exercise censorship to restrict the freedom of others.

Responsibility for materials selected and read, heard, or viewed by children and adolescents rests with their parents or legal guardians. Library selection decisions are not influenced by the possibility that materials may be accessible to minors.

The Library does not indicate through the use of labels or other devices particular points of view or perspectives contained in library materials.

No items are sequestered to control access.

A formal process for handling reconsideration requests will be followed to assure that they are handled in an attentive and consistent manner.

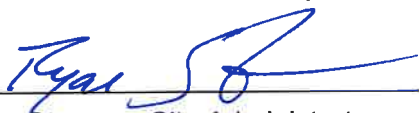
### Reconsideration Request

A reconsideration request begins when a patron presents a concern about an item in the collection to a staff member in the library, in person or by phone call. The staff member determines if the patron would like help finding alternative titles that meet their needs. If the patron would like to speak with a supervisor about the title, their contact information and the nature of their concern are provided to a supervisor. Requests from people residing outside of the Canon City area are not eligible for the reconsideration process.

The Library Director or Deputy Director arranges a time for a phone call or meeting with the patron to discuss their concerns more in depth. During that conversation, the Director will listen to the patron and provide background information on the title, as well as the steps to proceed to a formal reconsideration request. If the patron wishes to proceed with a formal request, the Director or Deputy Director provides a form to the patron to complete.

When the patron returns the form, the Library Director & Library Deputy Director along with staff assembles to review the title. The librarians work separately and read or view the complete work.

The librarians' reviews and recommendations as well as the patrons reconsideration request are shared with the Canon City Public Library/Royal Gorge Regional Museum Board. At this time, a final decision is made. A letter with the decision and a compilation of the librarians' reviews are sent to the patron.

A handwritten signature in blue ink, appearing to read "Ryan Stevens", written over a horizontal line.

Ryan Stevens, City Administrator

A handwritten signature in blue ink, appearing to read "Sue Hitt", written over a horizontal line.

Sue Hitt, Board President