

MARINETTE COUNTY CONSOLIDATED PUBLIC LIBRARY SERVICE STATEMENTS OF CONCERN ABOUT LIBRARY RESOURCES POLICY

A. Objectives

- Provide a step-by-step process for individuals to express an opinion on specific library resources
- Ensure that concerns are handled respectfully and consistently

B. Information

The role of Marinette County Consolidated Public Library Service (MCCPLS) is to provide opportunities that will allow individuals to freely examine and/or utilize resources in accordance with the American Library Association's *Library Bill of Rights*, the *Freedom to Read*, and *Freedom to View* statements. While individuals are free to reject for themselves what they do not approve of, they cannot exercise this right of censorship to restrict the freedom of access to others.

Concerned individuals are encouraged to contact the Library Director to arrange to discuss their concerns. Should that discussion prove unfeasible or fail to address the individual's concerns, they may complete and submit a Statement of Concern About Library Resources form. The library investigates statements of concern from individuals who are both MCCPLS cardholders and Marinette County residents.

C. Procedure

The Library will consider only one Statement of Concern at a time. Each Statement of Concern may only address one resource, concern, or request. For example, one title, one author, one program, one program series, or one exhibit/display. Once a concern has been reviewed and a decision made by the Director or the Board upon appeal, 12 months must pass before that particular concern will be eligible for review again. If the Library Director concludes that a concern is redundant, they will notify the individual that the concern in question, having already undergone the review process, will not be reevaluated.

To request reconsideration:

- Obtain a Statement of Concern of Library Resources form from any Marinette County Library service desk.
- Complete the form in its entirety and return it to the library. The completed form will be given to the Library Director for action.
- The Director will inform the Library Board President and will contact the individual to acknowledge receipt of the form. The Director will inform the individual of the estimated timeline for response.
- The Director will review the resource in question in its entirety, conduct research, review applicable policies, and consider the patron statement.
- During the review process, the material will remain accessible; the program, display, policy, or event will not be cancelled.
- The Director will inform the individual of the decision in a written response and inform the Library Board President.

To appeal:

If the individual is not satisfied with the Director's response and decision, they may appeal to the MCCPLS Board of Trustees.

- Any appeal must be received by the Director in writing within 14 days of the date of the decision. The Director will notify the Library Board President and will inform the individual of the estimated timeline for response.
- The MCCPLS Board of Trustees will review the Director's decision to ensure that it is according to policy and approve or reject the recommendation at a regularly scheduled board meeting.
- Please note this board meeting will be conducted in open session and the Statement of Concern form will be made public.
- The decision of the MCCPLS Board of Trustees is final.
- The Director will respond to the individual in writing with the Board's decision.

Approved by the MCCPLS Board: 10/18/23