



Library Policy

Reconsideration of Library Materials

The choice of library materials by a library user is an individual matter. While individuals may reject materials for themselves, they may not restrict access to those materials by other library users.

The library recognizes that certain materials are controversial and that any given item may offend some library users. The procedures enumerated below have been developed to assure that the requests of those who disagree with the inclusion of specific items in the collection are handled in an attentive and consistent manner.

A library user who requests the reconsideration of library material will be referred immediately to the Branch Librarian or other librarian in charge. The librarian will discuss the Materials Selection Policy, and the application of selection principles, as well as the Censorship Policy and/or Children and Libraries Policy, if necessary.

If a library user persists in requesting that an item be withdrawn from the collection, the library's procedure for reconsideration will be carefully explained and followed. A separate Request for Reconsideration of Library Materials Form must be filled out for each item.

The procedure for the reconsideration of library materials consists of the following:

1. The library user must complete the Request for Reconsideration of Library Materials Form and submit it to the Collection Development Librarian responsible for the item in question. This request may not be submitted anonymously. The person submitting the request must hold a valid APL library card, must reside in Ascension Parish, and must be 18 years of age or older.
2. The Collection Development Librarian responsible for the item in question, in consultation with the Assistant Director for Collections, will make an initial assessment of the request and contact the cardholder in writing. If the patron wishes to have material reviewed for sexually explicit content, the request will be sent to the Director, who will convene a Reconsideration Committee as outlined in step 4.
3. If the cardholder is not satisfied with the Collection Development Librarian's assessment, they may appeal in writing to the Director within two weeks.
4. In cases of appeals or reviews of sexually explicit content, the Director will convene a Reconsideration Committee consisting of the Director, the Assistant Director for Collections, the Assistant Director for Public Services, and two board members selected by the Chairman of the APL Library Board of Control to determine whether retention or reclassification of the item would be in violation of the Materials Selection Policy.
5. The committee will reconsider the item using the Criteria for Selection from the library's Selection Policy and reviews from recognized sources. The committee will judge the overall merit of the item based on its entirety rather than individual parts, passages, or excerpts, and prepare a report of its decision. The decision will be made by a simple majority.
6. The Director will submit the report to the Library Board of Control.



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7. The Reconsideration Committee's decision will be subject to a vote by the Library Board of Control in an open meeting, and the matter will be deemed settled by -a simple majority. Items subject to a vote by the Library Board of Control cannot be resubmitted for reconsideration at a later date.
8. The Director will respond in writing to the library user regarding the Library Board of Control's decision. Committee members' comments will not be attributed, although brief quotes may be used in the Director's response.

Pursuant to La R.S. 25:225, a library patron may use this policy and the procedures provided herein to request reconsideration of whether a library material should be included in a library collection accessible to a minor.

The Ascension Parish Library is not a judicial body. Laws governing obscenity, subversive materials, and other questionable matters are subject to interpretation by the courts. Therefore, no challenged material will be removed solely for the complaint of obscenity or any other category covered by law until after a local court of competent jurisdiction has ruled against the material.

During the review process, the library will take appropriate action to ensure that the item will continue to be available.

Adopted by the Library Board of Control, August 31, 2022

Revised by the Library Board of Control, October 25, 2023