

## Cheney Library Request for Reconsideration Policy and Form

Cheney Library strives to provide all patrons with fair and equal access to library materials, resources, and programs. The Library's role is to provide opportunities that will allow individuals to freely examine subjects and make their own decisions. The choice of library materials or resources by users is an individual matter. While patrons may reject materials, resources, or programs for themselves, they may not restrict the freedom of access to these things by others.

The Library Board of Trustees and the Cheney Library Director recognize that some patrons may take offense to the inclusion of specific items, programs or practices and they may wish to express their concerns. The trustees of Cheney Library have established a collection development policy, as well as a procedure for gathering input about particular items/programs. If your discussion with members of the library staff has not alleviated your concern, completion of this request form is the next step in that procedure. Submit this form in person to library staff. After submitting the form, we encourage you to also make an appointment to speak with the Library Director by contacting [director@cheneylibrary.org](mailto:director@cheneylibrary.org).

Today's date \_\_\_\_\_

Name \_\_\_\_\_

Do you represent self?  Or an organization?  Name of Organization \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Resource you are concerned with:

Book or e-book     Movie     Magazine     Audio Recording

Digital Resource     Game     Newspaper     Display/Exhibit  
 Library Program     Other (please specify): \_\_\_\_\_

Title of item \_\_\_\_\_

Author/Producer of item \_\_\_\_\_

If Display/Exhibit or Library Program, please list:

Title \_\_\_\_\_

Date \_\_\_\_\_

Time \_\_\_\_\_

Location \_\_\_\_\_

1. What brought this resource to your attention?

2. Have you examined the entire resource or did you attend the event?

Yes     No

3. What concerns you about the resource(s)? Please be as specific as possible:

4. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

6. What action are you requesting the committee consider?

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**Signature**

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**Date**

**This form must be submitted in person to library staff. We encourage you also to make an appointment to speak with the Library Director by emailing [director@cheneylibrary.org](mailto:director@cheneylibrary.org).**

Adopted by the Cheney Library Board of Trustees: 01/29/2024