



NEW ROCHELLE PUBLIC LIBRARY RECONSIDERATION OF LIBRARY RESOURCES POLICY

The New Rochelle Public Library (NRPL) is a community resource that seeks to improve the life of every resident in our city. The Library serves the 80,000+ residents of New Rochelle from its Main Library branch and the Huguenot Children's Library. NRPL is dedicated to encouraging learning in all stages of life, protecting intellectual freedom and providing fair and equal access to information.

The development and maintenance of the NRPL's collection is based on the principles of intellectual freedom as embodied by [The Library Bill of Rights](#), [The Freedom to Read](#) and the [Freedom to View](#) statements of the American Library Association. The aim is to have a collection diverse and inclusive in content, authorship and format.

NRPL is aware that patrons may take issue with the inclusion of specific items and they welcome the expression of concern by library users. These concerns will be addressed responsively as detailed in the Reconsideration of Library Resources process below.

NRPL's resources and selections are made on the merits of industry reviews, relevance, timeliness and budgetary considerations. Our collection reflects the recreational and learning needs and interests of a diverse population. The choice of reading, listening and viewing materials and resources is purely an individual matter. Patrons have the right to freely examine subjects and make their own decisions on the materials and resources they read or select, however, they may not exercise censorship to restrict the freedom of others to read, see or hear.

Adult caregivers and parents may choose materials and resources they deem appropriate for their children. Responsibility for the use of library services by minor children rests with their parents or legal guardians. Although patrons may select material for themselves and for their minor children, individual patrons are not permitted to restrict the freedom of other patrons to read, see or hear. It is the goal of NRPL to ensure that different points of view are represented in the materials and resources provided in the library's collections. Inclusion of a particular resource by the Library does not constitute endorsement or advocacy of the ideas or statements found therein.

The Library will re-evaluate the selection or placement of a specific item in its collection upon submission of a fully completed *Request for Reconsideration of Library Resources* form. These forms are available at the Information Desk at the Main Branch of the

library and online. Forms will be accepted from NRPL adult library cardholders who are residents of New Rochelle and who have read, viewed, or listened to the material in its entirety. For the duration of the reconsideration process, the material or resource in question will remain in circulation in the library collection.

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Only one Reconsideration form per material or resource title will be considered at a time. Only one Request for Reconsideration of Library Resources form can be submitted per household and each form may request reconsideration for one title only.

Forms must be completed in their entirety, including the date, the cardholder's legal name, address, phone number, library card number, signature, and rationale for reconsideration and requested action. The cardholder must indicate on the form that they have read the library's applicable policies in their entirety. Incomplete forms cannot be reviewed.

Reconsideration of Library Resources Process

- 1) Completed forms should be submitted online or delivered, as appropriate, to the Head of Adult Services, or Head of Children's Services, with a copy to the Director.
- 1) The Director, in consultation with the appropriate Department Head(s), will review the completed Reconsideration form and make a decision. The Director will respond to the Reconsideration form in writing, notifying the patron of the determination.
- 3) If the cardholder is not satisfied with the Director's determination, they may submit a written appeal to the Director within two weeks of receiving the decision. The written appeal to the Director may not exceed two pages, single sided, double spaced. The Director will share the appeal with The Board of Trustees. The Director's determination may be appealed to the Library Board of Trustees, whose decision is final and binding.
- 4) The Board of Trustees' Policy Committee will discuss the request. The full Board will make a decision and will respond in writing, generally by the conclusion of the second regularly scheduled meeting following receipt of the appeal. The Board's decision is final and binding.
- 5) Materials and resources that have been through the reconsideration process cannot be reconsidered for three years. Future requests for reevaluating the same item will be addressed only if the grounds for reconsideration are substantially different from previous requests.
- 6) For the duration of this process, the material or resource in question will remain in circulation in the library collection.

Adopted by the NRPL Board of Trustees on March 23, 2023

Revised by the NRPL Board of Trustees on December 12, 2024