



Carbon County Library System

Intellectual Freedom

and Request for Reconsideration Policy

As part of its mission, the Carbon County Library System protects the right to free inquiry as assured by the First Amendment, upon the ability to read and access information free from scrutiny by the government or other third parties.

The library holds censorship to be a purely individual matter and declares that while anyone is free to reject books and other materials of which they do not approve, they may not restrict the freedom of others.

The selection of library materials is predicated on the patron's right to read, listen, or view, free from censorship by others. The library collection presents a diversity of viewpoints that satisfy the diverse interests of the community, available to all the people the library serves; even though the content may be controversial, unorthodox, or unacceptable to some.

The CCLS upholds the right of the individual to secure these resources, enabling patrons to make the informed choices necessary in a democracy.

As with all other library materials, children's access to the collection is the sole responsibility of the minor's parent or legal guardian. Parents/legal guardians are encouraged to accompany their child to the library to best exercise their parental responsibility to approve of their minors' library use. The Carbon County Library does not stand *in loco parentis*, and assumes no responsibility for minor's use of library resources.

Selection decisions are not influenced by the possibility that materials may be accessible to minors.

The CCLS does not restrict access to any library resource for reasons of content. Genre and shelf labels on materials exist to indicate various collections but will not be used for the purpose of restricting access or endorsing content. No materials are sequestered except to protect them from damage or theft.

Reconsideration Process

The Carbon County Library System recognizes that a collection of diverse materials may result in some complaints or requests for reconsideration. Such requests should be based on incorrect classification of an item or the belief that an item has no redeeming literary, political, scientific, artistic value.

The following process has been developed to ensure that reconsideration requests are handled in an attentive and consistent manner:

1. The CCLS responds to requests for reconsideration of library materials from residents of Carbon County, Wyoming. Requestors must have read, viewed, or heard the entire work to have their request considered.
2. Submit the completed Request for Reconsideration of Library Materials form to 215 W Buffalo St. Rawlins, WY 82301. All forms must be completed and signed.
3. The CCLS will form a Reconsideration Committee consisting of the Executive Director, Acquisitions and Resources Manager, and the Branch Manager of the library holding the material being reviewed. The Executive Director shall notify the Library Board of Directors once the reconsideration form has been received.
4. The Committee will review the reconsideration form and analyze the material in question and will follow the operational guidelines as outlined by the American Library Association and the set of governing policies for modifying the collection. For the duration of this process, the material in question will remain in circulation in the library collection.
5. The Committee's decision and the reasons supporting the decision will be communicated to the requestor within 21 business days from receipt of the request.
6. If the requestor is not satisfied with the decision, a written appeal may be submitted within 10 business days to the Library Board of Directors. If no further action is taken within 10 business days by requestor, the decision will be considered final.

Appeal Process

An appeal will only be considered when the requestor believes the decisions are alleged to be violations of library policy. Disagreements with the decisions of the Reconsideration Committee, do not, in and of itself, constitute a valid challenge. When appealing a decision, requestors must reference the specific library policy which has been violated. Appeals shall not be focused on arguing the original challenge of the collection item.

The following process has been developed to ensure that reconsideration requests are handled in an attentive and consistent manner:

1. The Executive Director will coordinate with the requestor to schedule the appeal for an upcoming Library Board Meeting. If the appeal is received less than 14 days prior to a board meeting, the appeal may be scheduled for the next board meeting scheduled thereafter. Appeals are scheduled on a first come first served basis and may be rescheduled to a later meeting based on time constraints. The Library Board of Directors may limit the number of appeals to be heard at Board meetings.
2. The Executive Director will present the existing reconsideration documents to the Library Board of Directors.
3. The requestor will present the appeal, outlining their appeal argument. The patron's appeal presentation will be limited to no more than 10 minutes.
4. All Public Comment Protocols must be followed with respect to public comment during the CCLS Board of Directors meeting.
5. The Library Board of Directors will review the selection criteria and consider other appropriate information, including professional reviews and recommendations, comments from the library staff, and comments from the requestor.
6. The Library Board may discuss the appeal presentation and may vote on the appeal, thereby making a final decision.
7. If the Board determines that additional discussion is necessary, the matter may be postponed until the next Board meeting for further discussion following which a vote will be taken.

The Library is further guided by:

Library Bill of Rights

Interpretations of the Library Bill of Rights

Freedom to Read Statement

Freedom to View Statement