

## Chelsea District Library Policy and Procedure

Policy Section: **3. Collection Development**  
Board Approval Date: December 17, 1991  
Revision Date: Oct.17, 2006, March 18, 2014  
Revision Date: January 18, 2022

Subject: **310 Request for Reconsideration**

### Background:

It is the objective of the Chelsea District Library to provide materials from all possible media for the enlightenment of the community, the advancement of knowledge, and the pleasure of recreation.

The Chelsea District Library fully endorses the principles documented in the Library Bill of Rights and the Freedom to read Statement of the American Library Association. Materials available through the library present a diversity of viewpoints, enabling citizens to make the informed choices necessary in a democracy. The library also selects a wide variety of library materials that satisfy the diverse interests of our community.

### Policy:

The library upholds the right of the individual to secure its resources, even though the content may be controversial, unorthodox, or unacceptable to some. The library's varied collection is available to all; however, it is not expected that all of the collection will appeal to everyone. The Library recognizes that any given item may offend a patron. The Library will not force a patron to use a particular item; conversely, the patron should not deny the right of others access to library items. Parents are solely responsible for what their children access at the library.

Patrons who wish to request the withdrawal or reclassification of materials currently owned by the library are encouraged to discuss their concerns with a library manager or its director. If the patron is not satisfied with the response to their request, the manager or director will provide the patron with information on the reconsideration process and the Request for Reconsideration Form to initiate formal reconsideration of the library resource. Withdrawn books are donated to the Friends of the Chelsea District Library for book sales. The proceeds from such sales are used for the benefit of the library; books that are not sold will be disposed of at the discretion of the Friends.

Anne Merkel

1-18-22

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Anne Merkel, Board Secretary

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Date