

## Kaukauna Public Library Reconsideration of Title Policy

The members of the Kaukauna Public Library Board recognize that it is implicit in the mission of the library to serve all residents regardless of a citizen's opinions, religious beliefs, political beliefs, or cultural backgrounds.

The library selects materials and develops collections in many different formats to provide patrons with a wide range of informational, recreational, and educational resources. The selection of library materials is based on expertise of professional librarians and complies with the Library Bill of Rights and the Freedom to Read Statement adopted by the American Library Association and the Kaukauna Public Library Board. Materials dealing with controversial views are judged as entire works, not by isolated passages or selections. The title being considered will remain in the collection until the reconsideration is resolved. Any individual expressing an objection to or concern about a specific title should fill out the Reconsideration of Title form below.

The Reconsideration of Title form may be filled out by anyone over the age of 16, who is a resident of the state of Wisconsin. *Individuals may only have one active challenge pending at a time.* A title that has already been reconsidered may not be reconsidered a second time. If a member of the Library Board fills out the Request for Reconsideration of Title Form, the Board member must recuse themselves during an appeal process if one takes place.

Once submitted, the Library Director and/or the Assistant Director will evaluate the entire work in conjunction with the Kaukauna Public Library Collection Development Policy, the Library Bill of Rights, Freedom to Read Statement, professional reviews, and scholarly articles. Within fourteen (14) regular business days, a decision will be made regarding the retention or removal of the title, and the decision will be mailed to the requestor.

If the requestor is dissatisfied with the decision, they may appeal to the Kaukauna Public Library Board of Trustees in writing within fourteen (14) regular business days of the mailing date of the decision letter. The library board will reconsider the decision at its next regularly scheduled meeting, allowing for *at least* fourteen (14) regular business days' review time. The requestor will be notified of the date, time, and location the library board will hear the matter, and they may appear at the meeting to be heard. If the requestor wishes to speak, they must fill out the Public Participation Policy Form. Should the requestor be unable to appear, they may mail a written statement prior to the meeting. The library board will discuss the matter and a vote will be held. The decision of the Library Board shall be final.