

## Intellectual Freedom Policy and Request for Reconsideration Procedure

As part of its mission, Teton County Library ensures freedom of information for all. The selection of library materials is made on the patron's right to read, listen, or view, free from censorship by others. 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.

Materials available in the Library present a diversity of viewpoints, enabling patrons to make the informed choices necessary in a democracy. The Library selects a wide variety of materials that satisfy the diverse interests of the community. The Library upholds the right of the individual to secure these 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 items in the collections will appeal to everyone.

Responsibility for materials selected and read by children and adolescents rests with the youth's parents or legal guardians. The Library does not stand *in loco parentis*. Selection decisions are not influenced by the possibility that materials may be accessible to minors.

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.

Teton County Library recognizes that a collection of diverse materials may result in some complaints or requests for reconsideration. The following procedures have been developed to ensure that complaints are handled in an attentive and consistent manner. The following steps will be used when an individual feels that further action is necessary to address concerns about a library resource.

For the duration of this process, the material in question will remain in circulation in the library collection.

### Reconsideration of Library Materials Procedures

1. A concerned patron who is dissatisfied with earlier informal discussions with Library staff will be offered a packet of materials that includes the Library's [mission statement](#), [materials selection policy](#), [reconsideration form](#), and the [Library Bill of Rights](#).
2. The concerned patron is required to complete and submit a [Request for Reconsideration of Library Material form](#) to the Director of Library Services; the concerned patron must be a Teton County, Wyoming resident in order to submit a request. The Library Board shall be notified once a reconsideration form has been received.
3. The Director of Library Services will form a Reconsideration Committee composed of the Director of Library Services, Collection Services Manager, and the selector assigned to the subject/genre of the material in question. The Committee will review the reconsideration form and the material in question to consider whether its inclusion in the collection followed the

criteria stated in the selection policy. The Reconsideration Committee will follow the operational [guidelines](#) as outlined by the American Library Association.

4. The Director of Library Services shall make a written response to the concerned patron within twenty-one (21) days of the date that the reconsideration form was submitted, informing the patron of the Committee's decision and the reasons for the decision.
5. If the concerned patron is not satisfied with the decision, a written appeal may be submitted within ten (10) business days to the Library Board. The Library Board will address the appeal at its next regularly scheduled meeting. The Library Board will review the selection criteria and consider other appropriate information, including professional reviews and recommendations, comments from Library staff, and comments from the concerned patron. The Library Board decision is final.

Please refer to the Materials Selection Policy for more information. 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](#)