

NEW ULM PUBLIC LIBRARY RECONSIDERATION OF LIBRARY RESOURCE OR MATERIAL POLICY

The choice of library materials and resources by users is an individual matter. While patrons may reject materials and resources for themselves and for juvenile members of their family, they cannot be allowed to exercise censorship in an attempt to restrict access to materials and resources by others. Because a diversity of materials and resources may result in some requests for reconsideration of specific items, patrons who object to certain library materials or resources will be asked to view the item in question in its entirety and fill out the attached written form, "Request for Reconsideration of Library Material or Resource," which should be submitted to the Library Director. New Ulm Public Library (NUPL) will not consider Requests for Reconsideration that seek to ban, remove, or otherwise restrict access to a book or other material based solely on its viewpoint or the messages, ideas, or opinions it conveys, in compliance with Minnesota Statute § 134.51, subd. 1.

NUPL will not accept Requests for Reconsideration from patrons who reside outside of New Ulm or who do not have a New Ulm Public Library card. Patrons wishing for an exception to the residency requirement may submit a written petition to the Library Director. The patron should explain why they have a vested interest in NUPL and the community it serves. The Library Director has sole discretion to grant an exception to the residency requirement. Patrons may not have more than five active Requests for Reconsideration at one time.

The Library Director and two professional librarians will review the Request for Reconsideration and evaluate the item in question using published reviews and the criteria outlined in the library's Collection Development, Programming, or Display Policies. Until such a review occurs and decision reached, no change or restriction to the material or resource shall take place. The Library Director will notify the patron who submitted the Request for Reconsideration of the decision in writing within 45 days of receiving the completed Request for Reconsideration form.

In the event that the patron is not satisfied with the Library Director's decision, the patron may submit a written appeal to the Library Board within 15 business days of receiving the Library Director's written decision. The patron may request to appear before the Library Board at the next regularly scheduled meeting, subject to notice timeline requirements of the Open Meeting Law. The Library Board will provide the patron with up to ten minutes to present their concerns at the regularly scheduled meeting. The Library Board will take the matter under advisement and will render its final recommendation to the Library Director as soon as practicable. Following the Library Board's recommendation, the Library Director will render the final decision. The patron will be notified of the decision and the decision will be entered in the Library Board minutes.

The decision of the Library Director is final and NUPL will not entertain Requests for Reconsideration relative to the same complaint for three years following the initial Request for Reconsideration.

All reconsideration requests will be reported to the Minnesota Department of Education, American Library Association's Office for Intellectual Freedom and the Minnesota Library Association's Intellectual Freedom Committee.

Approved September 12, 2024

NEW ULM PUBLIC LIBRARY
REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL OR RESOURCE

New Ulm Public Library (NUPL) considers customer input to be a valuable part of collection development to be used along with the Collection Development Policy. Individuals may request reconsideration of a library material or resource by submitting this Request for Reconsideration Form. NUPL will not consider Requests for Reconsideration that seek to ban, remove, or otherwise restrict access to a book or other material based solely on its viewpoint or the messages, ideas, or opinions it conveys, in compliance with Minnesota Statute § 134.51, subd. 1.

Please fill out the following fields completely after viewing the library material in its entirety. Unsigned, illegible, or incomplete requests will not be considered.

Privacy Notice: Data provided on this Request for Reconsideration, including data about the requester, may be considered public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

Request initiated by _____ Email _____

Street address _____

City _____ State _____ Zip _____ Telephone _____

Are you a resident of New Ulm or a New Ulm Public Library cardholder?

☐ Yes ☐ No

I represent

☐ Myself ☐ Organization/group (please specify) _____

What is your comment in regard to?

- | | |
|--|--|
| ☐ Printed material | ☐ Library program |
| ☐ Gap in materials or resources | ☐ Display |
| ☐ Video/audio recording | ☐ Social Media |
| ☐ Other (please specify) _____ | |

Title _____

Author/Producer (if known) _____

What brought this issue to your attention? _____

Did you read, watch, or review the entire resource or material?

☐ Yes ☐ No

If not, which sections? _____

Explain your understanding of the intent or purpose of the material (to educate, to entertain, etc.) and for what audience it was created. You may attach an additional sheet if needed.

What concerns you about the material or resource? How will the material or resource affect the New Ulm community? Be specific – include citations or quotes for materials. You may attach an additional sheet if needed.

What action are you requesting New Ulm Public Library consider?

- | | |
|-------------------------------------|--|
| ☐ Relocation | ☐ Purchase a title previously denied for purchase |
| ☐ Removal | ☐ Other _____ |
- ☐ I have read New Ulm Public Library's Request for Reconsideration of Library Material or Resource and Collection Development Policies and supporting documents linked in the Policies.

Requestor signature _____ Date _____

NEW ULM PUBLIC LIBRARY STAFF USE ONLY

Name of staff receiving initial complaint _____

Date reconsideration form was given to patron _____

Name of staff completed form delivered to _____

Date completed form was delivered to building _____

FORWARD COMPLETED FORM TO LIBRARY DIRECTOR IMMEDIATELY.

Library Director: Please indicate dates Request for Reconsideration was reported to

Minnesota Department of Education: _____

American Library Association's Office for Intellectual Freedom: _____

Minnesota Library Association's Intellectual Freedom Committee: _____