

## Policy # 2 CENSORSHIP

### A. Procedure:

1. Any individual may reject materials for him/herself but may not restrict the freedom of others to read.
2. Whenever Library material is changed, it will be reexamined by the Library director / Board of Trustees; if the material meets the criteria of materials selection policy, it shall not be removed except by court order.
3. When materials are challenged:
  - a. Treat complaints with dignity, courtesy, and good humor.
  - b. Provide a form "Request for reconsideration of Library materials" to obtain formal complaint.
  - c. Full facts shall be presented to the Library Board of Trustees.
  - d. Defend principles of freedom to read and the professional responsibility of the Library rather than the book.
  - e. Complaints and/or objections to Library materials will be considered in terms of this Library's materials selection policy, the principles of the Library Bill of Rights and the Freedom to Read Statement, and the opinions of the reviewing source used in selection.
  - f. If necessary seek support of local press and the New York Library Association's Intellectual Freedom Committee.
4. The complaints, and/or objections, and responses will be forwarded to the Library Director for review and relevant comments if received by a substitute in the Director's absence.
5. In the event that the person or group registering the objection is not satisfied, a direct meeting with the Library Director will be arranged.
6. If the complainant still feels that the problem has been dealt with inadequately, a final appeal to the Board of Trustees will be made. The Library Director will notify and inform the Board of the details of the case before a full hearing is scheduled.

DeRuyter Free Library  
DeRuyter, New York  
**Request for reconsideration of Library's Materials**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Complainant Represents

\_\_\_\_\_ Him/Herself

\_\_\_\_\_ Organization Name \_\_\_\_\_

\_\_\_\_\_ Other Group Name \_\_\_\_\_

1. Resource on which you are commenting:

\_\_\_\_\_ Book

\_\_\_\_\_ Hardcover

\_\_\_\_\_ Paperback

\_\_\_\_\_ Magazine

\_\_\_\_\_ Newspaper

\_\_\_\_\_ Audiovisual

\_\_\_\_\_ Program

\_\_\_\_\_ Other

Title \_\_\_\_\_

Author / Producer \_\_\_\_\_

2. What brought this title to you attention? \_\_\_\_\_

\_\_\_\_\_

3. To what do you object? (Please be specific, cite pages) \_\_\_\_\_

\_\_\_\_\_

4. What do you feel might be the result of using this material? \_\_\_\_\_

\_\_\_\_\_

5. For what age group would you recommend it? \_\_\_\_\_

6. Is there anything good about it? \_\_\_\_\_

\_\_\_\_\_

7. Did you read the entire book? (Or did you view the entire film or program?) \_\_\_\_\_

\_\_\_\_\_