



# POLICY

Date Created: May 28, 2008  
Revised: October, 2025

Date Approved: November 25, 2025

## Request for Reconsideration of Library Resources

The Newburgh Free Library fully endorses the principles documented in the American Library Association's *Freedom to Read* and *Freedom to View* statements as well as the ALA's *Library Bill of Rights* and its interpretation, *Library-Initiated Programs and Displays as a Resource*.

Library resources include, but are not limited to: books and other print materials, audio visual materials, electronic materials, Library-initiated programs, exhibitions, and displays.

Resources available in 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 and resources that satisfy the diverse interests of our 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 of the collection will appeal to everyone.

Patrons who wish to request the withdrawal or reclassification of materials and resources currently owned or supported by the Library are encouraged to discuss their concerns with the Library Director. If the patron is not satisfied with the response to their request, the Director will provide the patron with information and a form to request formal reconsideration of the library resource.

### REQUEST FOR RECONSIDERATION PROCESS

Objections to programs, exhibitions, displays, and the placement and circulation of a book or books or other print materials in the Library shall be made in writing utilizing the "Request for Reconsideration" form, and directed to the Library Director who shall

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forward the objection to the Superintendent of Schools. The Superintendent shall establish a review committee comprised of the Library Director, librarians, and others deemed appropriate by the Superintendent. The committee will review the objection and submit the “Request for Reconsideration Committee Evaluation Report”, with recommendation to the Superintendent within two (2) weeks of receipt, based upon the following:

- The American Library Association’s Library Bill of Rights
- The American Library Association’s Freedom to Read statement
- The American Library Association’s Free Access to Libraries for Minors document
- The American Library Association’s Freedom to View statement
- The American Library Association’s Library-Initiated Programs and Displays as a Resource: An Interpretation of the Library Bill of Rights
- The Library’s Collection Development Policy
- The Library Exhibit Spaces Policy
- The Library’s mission and
- Other guidelines as appropriate.

During the review process, the resource under reconsideration shall remain scheduled (if a program) on view (if an exhibit or display) on the shelves and available for circulation (if a book or other print materials) or available electronically (if an electronic resource)

The committee, in making its review, should be guided by the following:

- Authors’ works, once shelved, will be received by their reading audience as published and will not be abridged based upon personal partisan or political views, or personal tastes and morals.



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- The right to receive ideas must not be unduly suppressed.
- Programs should not be canceled because of the ideas or topics of the program or the views expressed by the participants or speakers, nor should library workers censor or remove displays because someone may disagree with the content.

Upon receipt of the committee's report, the Superintendent shall, within five (5) calendar days, issue his/ her decision, in writing, regarding the disposition of the objection. The Superintendent shall apply the criteria of this Policy to his/her decision making.

If the objecting party wishes to appeal the Superintendent's determination, she/he may do so, in writing, to the Board of Education within two (2) weeks of the receipt of the Superintendent's determination. The Board shall rule upon the appeal, in writing, within twenty (20) days of the receipt of the same, by applying the criteria of this Policy.