



Monroe County Public Library

Downtown Library
303 E. Kirkwood Ave.
Bloomington, IN 47408
(812) 349-3050

Ellettsville Branch
600 W. Temperance St.
Ellettsville, IN 47429
(812) 876-1272

Southwest Branch
890 W. Gordon Pike
Bloomington, IN 47403
(812) 349-3110

Request for Reconsideration of Library Materials, Events, or Displays

Please type or print except for signature. Attach additional pages as necessary. MCPL staff are happy to discuss any concerns you have in advance of completing this form.

In accordance with **Monroe County Public Library's Collection Development Policy** (mcpl.info/geninfo/collection-development-policy) and **Programming Mission** (mcpl.info/geninfo/programming-mission-and-guidelines), MCPL collects materials and conducts programs for all ages in fulfillment of its mission to provide equitable and impartial access to information and opportunities to read, learn, connect, and create. The Library does not exclude materials based on the origin, background, or views of those contributing to its creation, and respects the rights of individuals to form their own opinions about resources they choose to read.

By completing and submitting this form to the Library for review, you are initiating a formal complaint process with the Library and your personal information will be associated with the complaint. Your request will be carefully considered, and you will receive written responses concerning the status of your complaint throughout the review process, which will be completed within six weeks.

The Library will review one Request for Reconsideration from one individual at a time. Additional requests can be submitted after the Library reviews the initial request. The decision on all reconsiderations of a specific item, event, or display will remain in effect for two years. All decisions are shared with and reviewed by the Library Board of Trustees, which also hears appeals to decisions.

Patron name (please print) _____
Date

Address

Phone number _____
Email

Patron represents: Self An organization _____

Work of concern is: Book/Audiobook/eBook Magazine/eMagazine
 CD/Streaming audio Display
 DVD/Streaming video Program/Event
 Game Other: _____

Title of Material/Event/Display

(If Material) Author

(If Event or Display) Date and location of event or display

(If Material) Have you read, listened to, or viewed the material of concern in its entirety? Yes No

(If Event or Display) Did you attend/view the event/display of concern? Yes No

Have you read **MCPL's Collection Development Policy**? Yes No

Please answer the questions on the following page.

- 1 What brought this material/event/display to your attention?

- 2 What concerns you about this material/event/display?
Please be specific and provide examples of specific passages or scenes of concern.

- 3 Have you read any professional reviews of this title or event? (Please cite or attach.)

- 4 In your view, what is the topic or theme of this material/event/display?

- 5 In your view, could this material/event/display be useful to better understand other points of view?

- 6 For what age group would you recommend this material/event/display?

- 7 What action would you like the Library to take regarding this material/event/display?

- 8 Are there other titles you recommend the Library have in its collection that could provide information or points of view on the topic addressed in the title of concern to you?

Additional comments:

Patron signature

Date

Please return the printed form to any MCPL staff member or email the completed form to gcarson@mcpl.info.

Thank you. Your request will be reviewed by the Library Director for action.

Staff Use Only

Request for Reconsideration Response

Date

Action

- _____ Name of MCPL staff member who initially received Reconsideration Form from individual:

- _____ Reconsideration form returned to Library and copy sent to appropriate manager.
Original form sent to Library Director.
- _____ Individual contacted by Library Director and informed of reconsideration process.
- _____ Designated Manager forms Reconsideration Committee in consultation with the Library Director.
- _____ The Reconsideration Committee meets and researches the material, event, or display, and discusses request for action.
- _____ Decision of Reconsideration Committee sent to Library Director.
- _____ Library Director informs patron by letter of the Library's decision.
- _____ Copies of Director's letter are sent to members of the Reconsideration Committee and to the Library Board of Trustees.
- _____ Copy of Form and Director's Response saved to _____ Folder.

Signature of Library Director

Date

