

JOHN A STAHL LIBRARY
Withdrawal of Materials Policy

No challenged materials which have been duly selected shall be removed from the library's collection except upon the recommendations of the Library Director or upon formal action of the Board of Library Directors when a recommendation of the Director is appealed.

Procedure:

1. A patron challenging any part of the collection should first be offered a copy of the Collection Development Policy to read.
2. If material is still questioned, a copy of the form "Citizen Request for Reconsideration of Library Materials" should be filled out completely by the patron.
3. The Library Director will review the form and make a reply to the person.
4. If the patron is not satisfied with the reply, he/she should bring the matter to the attention of the Board of Library trustees, not less than one week prior to a scheduled meeting.
5. The Board of Library Trustees will review the communication, the decision and the issues raised and will respond the patron when the review process is complete.

The Board has the legal responsibility for the collection and its protection under the First Amendment of the Bill of Rights of the United States Constitution.

Approved by the John A Stahl Library Board 04/26/22