Kent County Public Library
Request for Reconsideration of Library Materials

The Board of Trustees of the Kent County Public Library has delegated responsibility for selection and evaluation of library materials to the Executive Director and has established reconsideration procedures to address concerns about those resources. Completion of this form is the first step in those procedures. The Executive Director will respond in writing within ten working days. If you are not satisfied with the response from the Executive Director, you may submit a written request to appeal the decision to the Board of Trustees. Appeals requests must be submitted within ten days of the original response. The Board of Trustees will consider the written appeal at its next regular meeting and you will receive written notification of their decision within ten working days.

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<th>Full Legal Name</th>
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I am representing: Myself □  Organization □

Organization Name (if applicable): ____________________________________________

Type of resource: Book □  Video □  Magazine □  Audio Recording □  Newspaper □  Electronic information/network (e.g. website, database, etc.) □  Other □

Title/Edition ____________________________________________

Author/Producer ____________________________________________

Please answer the following questions to help us better understand your concern.
If needed, you may write on the other side of the form or attach additional pages.

1. What brought this resource to your attention?

2. Have you examined (read, viewed, listened to) the entire resource?  Yes □  No □
If not, what parts have you examined?

3. Please comment on the resource as a whole, as well as being specific about your concerns.

4. Are there resources you suggest to provide additional information and/or other viewpoints on this topic?

Signature ____________________________________________ Date _____________

revised January 2023