



PRESCOTT VALLEY PUBLIC LIBRARY

LIBRARY RESOURCES REVIEW POLICY AND PROCEDURE

The selection of paper, electronic resources, other materials in all formats, and programs to be included in the Library resources collection is delegated by the Community Services Director to the Librarian. That selection may be further delegated by the Librarian to such professional staff as the Librarian may deem appropriate. The selection of resources shall be within the discretion of these individuals, informed by the Library Bill of Rights, the Freedom to Read Policy, the Freedom to View Policy and the Collection Development Policy (attached).

Patrons may provide input on the selection process by stating their preferences for or against resources in the collection by submitting a "Request for Review" form. Any such Request shall be considered confidential beyond the staff members assigned by the Librarian to consider it.

The Librarian shall review the Request for Review form with such professional staff to whom selection of resources has been delegated as the Library may determine to be appropriate. The decision from that review shall be communicated in writing to the patron within thirty (30) days.

In the event a patron is dissatisfied with the determination of the Librarian, the patron may request in writing that the matter be reviewed by the Library Board of Trustees. Any such request must be in writing, received by the Board Secretary within fourteen (14) days after the patron received the Librarian's determination. Such request must set forth in detail the basis of disagreement with the Librarian's determination. Such request to the Board cannot be considered confidential.

The Library Board of Trustees shall conduct a hearing on the request at a special or regular public meeting, no later than sixty (60) days from the date it is received. The Review Committee will consist of three members of the Prescott Valley Public Library Board of Trustees. The committee will be chaired by the Board President. The hearing date will be posted in compliance with the Open Meeting Law. A final determination by vote of the Board may be taken at the end of the hearing or at such time as the hearing may be continued. The Board determination shall be at the discretion of the Board, informed by the policies attached hereto. Availability of resources shall not be affected until a final vote of the Board is taken.

*Library Resources – Resources includes materials in all formats and Library programs.

Revised and Adopted: March 7, 2023



**PRESCOTT VALLEY PUBLIC LIBRARY
REQUEST FOR REVIEW OF LIBRARY RESOURCES**

Date: _____

Author: _____

Title: _____

Reader's/Viewer's Name: _____

Reader's/Viewer's Library Card Number: _____

Address: _____

Represents: Self _____

Organization _____ (If complainant represents an organization)

Name of organization/individual

Address of organization/individual

Name of officer or person in charge _____

Be clear that library resources under reconsideration will not be removed from use or have access restricted, pending completion of the reconsideration process.

1. How did you learn about this library resource?

2. Why did you feel you needed to react to this library resource?

3. What are your objections to this library resource? (If specific pages/scenes, please cite)

4. What harm do you feel might be the result of reading/viewing this library resource?



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5. Did you read/view the entire library resource? ____ Yes ____ No
6. Is there anything worthwhile in the library resource?

7. Have you read any professional reviews of the library resource? ____ Yes ____ No
If so, please list names of critics and source of reviews:
- a)
 - b)
 - c)

8. After reading professional reviews, do you still object to the library resource?
____ Yes ____ No

9. What is the purpose, theme or message of the library resource? How well does the author/producer/composer accomplish this purpose?

10. In view of the author's purpose, would you say he/she succeeded ____ or failed ____?

11. Does this library resource enrich and support the personal needs of the users, taking into consideration their varied interests, abilities, and learning styles?

12. If the story is fantasy, is it the type that has imaginative appeal and is suitable for children? ____ Yes ____ No for young adults? ____ Yes ____ No

If both are marked no, for what age group would you recommend this library resource? _____

13. Will the reading and/or viewing and/or listening to this library resource result in more compassionate understanding of human beings?



14. Does it offer an opportunity to better understand and appreciate the aspirations, achievements, and problems of various minority groups? _____Yes _____No