

Babcock Library \* 25 Pompey Hollow Rd \* Ashford, CT 06278

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## Library Material Review and Reconsideration Policy

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### Overview

The Babcock Library welcomes expressions of opinion concerning materials, programs, or displays. An Ashford resident who wishes to challenge any library or other educational material, program or display, is asked to complete and submit a Babcock Library *Request for Reconsideration of Babcock Library Materials* form.

All library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in section 46a-64 of the general statutes.

In accordance with **Public Act 25-168, Sec. 322, 323**, Babcock Library abides by the following statutory requirements:

- No library material, display or program shall be removed, or programs be cancelled, because of origin, background or viewpoints expressed in such material, display or program or because of the origin, background or viewpoints of the creator of such material, display or program.

- The materials review and reconsideration process for Ashford residents to challenge any library material, display or program shall never favor nor disfavor any group based on protected characteristics.
- Library materials, displays and programs shall only be excluded for legitimate professionally accepted standards of collection maintenance practices as adopted in the collection development and maintenance policy or the display and program policy
- The individual completing a Babcock Library's *Request for Reconsideration of Babcock Library Materials* form must include specific information about which portion or portions of such material they object to and provide an explanation of the reasons for such objection. The Babcock Library's *Request for Reconsideration of Babcock Library Materials* form must include the individual's full legal name, address, and telephone number.
- Reconsideration requests are not confidential patron records under section 11-25 of the general statutes
- Any library material being challenged shall remain available in the Babcock Library according to its catalog record and be available for a resident to reserve, check out, or access until a final decision is made by the Library Director.
- Any library display will remain on display in the Babcock Library until the timeliness of the need for the display is concluded or until a final decision is made by the Library Director.
- Any library program will continue as scheduled until the timeliness of the need for the program is concluded or until a final decision is made by the Library Director.
- Removal, exclusion or censoring of any book on the sole basis that an individual finds such book offensive is prohibited.

## Responsibilities of the Library Director

The Babcock Library Director will evaluate the *Request for Reconsideration of Babcock Library Materials* form, read the challenged material in its entirety, evaluate the challenged material against the Babcock Library's *Collection Development and Maintenance Policy* and make a written decision on whether or not to remove the challenged material not later than sixty (60) days from the date of receiving such request. The Babcock Library Director shall provide a copy of their decision and report to the individual who submitted the form.

Individuals who submitted the request for *Request for Reconsideration of Babcock Library Materials* form may appeal, in writing, the Library Director's decision to the Babcock Library Board of Trustees.

## Responsibilities of the Library Board of Trustees

The Babcock Library Board of Trustees after evaluating the challenged material under the *Collection Development and Maintenance Policy* shall:

- A. Consult with
  - (i) the Library Director;
  - (ii) the State Librarian, or the State Librarian's designee;
  - (iii) a representative of the cooperating library service unit, as defined in section 11-9e of the general statutes;
  - (iv) the president of the Connecticut Library Association, or the president's designee;
  - (v) the president of the Association of Connecticut Library Boards, or the president's designee who shall deliberate on such request for reconsideration.
- B. Provide a written statement of the reasons for the reconsideration or refusal to reconsider the library material.
- C. Provide any final decision that is contrary to the decision of the Library Director.

Once a decision has been made by the Babcock Library Director or the Babcock Library Board of Trustees on the reconsideration of any library material, such material cannot be subject to a new request for reconsideration for a period of three years.

The Library Director shall summarize the previous decision in response to any new request for reconsideration during that three-year time period. The Library Director will consolidate any requests for reconsideration of the same challenged library material.

Any librarian or staff member of a public library who, in good faith, implements the policies described in this section shall be immune from any liability, civil or criminal, that might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding that results from such implementation.

## Material Review and Reconsideration Policy Review

Babcock Library's *Library Material Review and Reconsideration Policy* will be reviewed for updates no less frequently than every three years from the date on which the Babcock Library's *Library Material Review and Reconsideration Policy* is approved by the CT State Library and Babcock Library Board of Trustees.

The completion of the *Request for Reconsideration of Babcock Library Materials* form does not guarantee either accession to the collection or removal from the collection, but does ensure library staff acknowledgement of user opinion, interests, and concerns. The library limits consideration of requests to reconsider materials, displays, or programs to residents of Ashford, Connecticut.

The Babcock Library's *Library Material Review and Reconsideration Policy* and *Request for Reconsideration of Babcock Library Materials* form are available on the [Babcock Library website](#) and directly from the Babcock Library Director.

## CT Public Act No. 25-168, Section 323

No principal public library shall be eligible to receive a state grant in accordance with the provisions of subsections (b), (c) and (d) of this section if such principal public library does not maintain and adhere to a collection development, collection management and collection reconsideration policies and maintenance policy, a library display and program policy and a library material review and reconsideration policy that have been approved and adopted by the board of trustees or other governing body of such library pursuant to section 321 of this act. Such collection reconsideration, material review, and reconsideration policy shall offer residents a clear process to request a reconsideration of 487 of 745 Public Act No. 25-168 House Bill No. 7287 library materials. In the instance of a book challenge, these policies shall govern.