

## **Greenfield Public Library**

### **Challenge and Reconsideration of Materials**

Individual items, which in and for themselves may be controversial or offensive to some patrons or staff, may be selected if their inclusion will contribute to the range of viewpoints in the collection as a whole and the effectiveness of the library's ability to serve its community.

Despite the care taken in selection, it is natural for differences of opinion regarding suitable material to arise. Thus, a resident of Greenfield, Iowa or contracting city and a Greenfield Public Library card holder may discuss their objections to the inclusion or exclusion of a specific item with the Library Director. If the discussion does not satisfy the individual, they may choose to complete a Request for Reconsideration available at the circulation desk. This form shall be signed by the complainant and returned to the Director for formal review. The questioned material will be reviewed, in its entirety, and once a decision has been made regarding the retention or removal of the material, the Director will issue a letter to the person with an explanation of the decision.

If the complainant is dissatisfied with the decision made by the Director, they may appeal to the Greenfield Public Library Board of Trustees within fourteen (14) regular business days after the mailing date of the decision. The Board of Trustees will reconsider the decision at its next regularly scheduled meeting, allowing for fourteen (14) calendar days review time by the Board. The person appealing the decision shall be notified of the date, time, and location of when the Library Board will hear the matter. The person may appear at the meeting to be heard. Should the person requesting the appeal be unable to appear in person, they may ask the Library Board to consider the merits of the request based upon a written statement. The Library Board of Trustees shall hear the matter and vote upon it in accordance with their by-laws. The decision of the Greenfield Public Library Board of Trustees shall be final.

*Amended June 15, 2023*