

# **ALCONA COUNTY LIBRARY OPERATING POLICY AND PROCEDURES**

## **BOOK AND MATERIALS SELECTION**

The Library Privacy Act of 1982, MCL 397.605 – Sec. 5. (1) “Except as otherwise provided by statute or by a regulation adopted by the governing body of the library, the selection of library materials for inclusion in the library’s collection shall be determined only by an employee of the library.

1. Library materials will be selected by the Director in accordance with the library’s mission statement, the materials selection policy and his/her professional judgment.
  - a. Materials selection policy – The Director or library employee with delegated authority will look at patron interest, intellectual merit and technical consideration of an item or online material. The most useful and efficient way to judge these aspects is through major review sources.
  - b. Selection criteria will be based on the following:
    - Importance of the subject matter or authorship
    - Popular demand
    - Timeliness or permanence
    - Authoritativeness
    - Format and price
    - Need for variety of opinion in matters of controversy
    - Generally recognized literary or artistic merit
2. It is not the place of the library to censor its patrons’ reading. In the event that anyone should object to the library’s acquisition or retention of a publication on moral, political, religious, or philosophical grounds, the objection should be recognized as an indication that the publication in question may be of more than routine interest and likely to be requested by members of the community who wish to judge its merits and demerits for themselves. The Library Board stands firmly behind this principle of intellectual freedom. If a citizen insists that the Library Board consider withdrawal of materials from circulation, these procedures must be followed:
  - a. The citizen must complete a “Citizen’s request for Reconsideration of a Book” form (available upon request at the circulation desk).
  - b. The citizen must appear in person at the next regularly scheduled Library Board meeting to state his/her objections to the members of the Library Board.
  - c. Under no condition will the material in question be withdrawn from circulation before the Library Board has reached a decision regarding the Reconsideration Request.
  - d. Once the Library Board has formally considered an item, it will not consider the item again, even though other requests for reconsideration are received.

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**Citizen's Request for Reconsideration of a Book or Material**

**Alcona County Library**

**Please use one form for each title. This form must be completed and signed by the individual(s) challenging Library materials. This form or a facsimile must be presented in person at the next regularly scheduled Library Board meeting.**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Title of Book:** \_\_\_\_\_

**Author of Book:** \_\_\_\_\_

**Challenge Comments: (if further space is needed, please use back of sheet)**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_