



Material Review and Reconsideration Policy

The James Blackstone Memorial Library ("the Library") welcomes expressions of opinion concerning materials, programs, or displays. A Branford, CT, Library resident with a vested interest who wishes that a specific item be purchased for the collection, or a specific item, program, or display be reconsidered is asked to complete and submit a Request for Recommendation of Purchase of Library Materials (see APPENDIX A) or a Reconsideration Form (see APPENDIX B).

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

- No library material, display, or program shall be removed, or programs be cancelled, because of the 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.
- Library materials, displays, and programs shall only be excluded for legitimate pedagogical purposes or for professionally accepted standards of collection maintenance practices as adopted in the collection development and maintenance policy or the display and program policy.
- The materials review and reconsideration process for Branford residents to challenge any library material, display or program shall neither favor nor disfavor any group based on protected characteristics.
- The individual completing a reconsideration 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 Request for Reconsideration 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 will remain available in the 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.

Review Process:

The Library Director, along with appropriate staff, will evaluate the request for reconsideration form, read the challenged material in its entirety, evaluate the challenged material against the Collection Development and Maintenance Policy and make a written decision on whether or not to remove the challenged material not later than sixty days from the date of receiving such request. The Library Director shall provide a copy of the decision and report to the individual who submitted the form.

The final authority regarding the removal or retention of library materials ultimately resides with the Library Board of Trustees. Any appeal of the decision of the Library Director should be directed, in writing, to the Library Board of Trustees.

The Library Board shall:

- 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, and (v) the president of the Association of Connecticut Library Boards, or the president's designee;
- deliberate on such request for reconsideration;
- provide a written statement of the reasons for the reconsideration or refusal to reconsider the library material; and
- provide any final decision that is contrary to the decision of the Library Director.

A resource that has previously been reconsidered by request shall be exempt from additional requests for reconsideration for three years following being retained in the Library's collection despite a formal request for reconsideration. 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 may consolidate any requests for reconsideration of the same challenged material.

The Library is prohibited by state statutes from removing, excluding or censoring any book on the sole basis that an individual finds such book offensive.

All library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in section 46a-64 of the CT General Statutes, including, but not limited to, discrimination on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.

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.

Adopted by the Board of Trustees September 3, 2025

APPENDIX A

Request for Recommendation for Purchase of Library Materials

Title_____

Author (if appropriate)_____

Request initiated by_____

Telephone_____ Address_____

City_____ Zip_____

To request an item for the library's collection, please answer the following questions:

What is the subject of the item?_____

Have you read or viewed the item?_____

Why do you think it should be added to the library's collection?_____

Do you know of any reviews? (Please cite source, date, and page)_____

Have you read the Blackstone's current Collection Development Policy? ____ YES ____ NO

Date_____

Your signature_____

James Blackstone Memorial Library | 758 Main Street | Branford CT 06405 | 203.488.1441

APPENDIX B

Request for Reconsideration

Please indicate which you are requesting reconsideration for:

☐ Library Materials ☐ Displays ☐ Programs

Title _____

Author (if appropriate) _____

Request initiated by (full legal name) _____

Telephone _____ Address _____

City _____ Zip _____

Form shall not be submitted without the above information included.

Please answer the following questions:

To what in the item/display/program do you object? (Please be specific and include page numbers, dates/times) _____

Did you read or view the entire item? _____

If not, which portion did you read or view? _____

Do you know of any reviews? (Please cite source, date, and page) _____

What title(s) would you suggest be added to the collection instead? _____

Have you read the Blackstone's current Collection Development Policy? ☐ YES ☐ NO

Date _____

Your signature _____

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