



**Peach Public Libraries**  
315 Martin Luther King Jr. Drive  
Fort Valley, GA 31030  
(478) 825-1640 phone (478) 825-2061 fax  
[www.peachpubliclibraries.org](http://www.peachpubliclibraries.org)

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## **PEACH PUBLIC LIBRARIES POLICY STATEMENT**

### **Request for Reconsideration of Library Materials**

The choice of library materials by a library user is an individual matter. While a person may reject materials for oneself, he or she may not restrict access to those materials by other library users.

The Library recognizes that certain materials are controversial and that any given item may offend some library users. The procedures enumerated below have been developed to assure that the requests of those who disagree with the inclusion of specific items in the collection are handled in an attentive and consistent manner.

A library user who requests the reconsideration of library material will be referred immediately to the Director or the staff member in charge. The Library Director will discuss the Materials Selection Policy and the application of selection principles.

If a library user persists in requesting that an item be withdrawn from the collection, the Library's procedure for reconsideration will be carefully explained and followed. A separate Request for Reconsideration of Library Materials Form must be filled out for each item.

The procedure for the reconsideration of library materials consists of the following:

1. Request for Reconsideration are **ONLY** accepted from residents of Peach County, GA.
2. The library user must complete the Request for Reconsideration of Library Materials Form and submit it to the Library Director. This request may not be submitted anonymously.
3. Within seven (7) business days, the Request for Reconsideration will be referred to a committee consisting of the Director, Assistant Director and other Library staff to determine whether retention of the item would be in violation of the Collection Development and Materials Selection Policy.
4. The committee will reconsider the item using the general criteria of the Collection Development and Materials Selection Policy and reviews from recognized sources, and then make a written decision.
5. The Director will inform the Library Board of Trustees of the committee's decision.

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#### **Peach Public Libraries**

**Thomas Public Library**  
315 Martin Luther King Jr. Dr.  
Fort Valley, Georgia 31030  
(478) 825-1640 phone  
(478) 825-2061 fax

**Byron Public Library**  
105 Church Street  
Byron, Georgia 31008  
(478) 956-2200 phone  
(478) 956-5688 fax

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6. An appeal of this decision may be made to the Library Board of Trustees. Such appeal shall not exceed two pages and should include copies of the original Request for Reconsideration of Library Materials Form and the committee's written recommendation. The Library Board will reconsider the decision based on whether or not the particular item conforms to the general criteria outlined in the Board-approved Collection Development and Materials Selection Policy. In addition, the Library Board may, at its discretion, appoint an independent advisory panel to review the submission and to make a recommendation to the Board. The Board of Trustees shall then make the final determination of the matter, notifying the library user in writing of this action, in a timely manner.
7. The Library Board of Trustees may choose to retain the item, reclassify the item to another section of the collection, remove the item from the collection, or any other action they deem appropriate.
8. The completed decision on reconsideration of a specific title shall remain in effect for three years. The Library Board of Trustees reserves the right to reconsider an item at any time.

During the review process, the item will continue to be available for general circulation.

**\*\* NOTE \*\*** The Library Board of Trustees' decision to remove an item in physical form from local holdings DOES NOT remove access to the item in physical or digital form from the internet or other shared consortia, including, but not limited to, OCLC WorldShare, GA PINES Library consortia, GA Download Destination or other subscription services.

Approved by PPL Board of Trustees: 12/09/2021  
**REVISED: 10/13/2022**

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## Request for Reconsideration of Library Materials

DATE:			
NAME:			
ADDRESS:			
TELEPHONE:		EMAIL ADDRESS:	

REQUEST ON BEHALF OF SELF OR AN ORGANIZATION?	SELF	ORGANIZATION
ORGANIZATION NAME		

DESCRIPTION:	BOOK, DVD, AUDIO, MAGAZINE, ETC.
TITLE:	
AUTHOR:	

<b>TO WHAT IN THE BOOK DO YOU OBJECT? (cite page numbers)</b>
<b>WHAT DO YOU FEEL MIGHT BE THE RESULT OF READING THIS BOOK?</b>
<b>IS THERE ANYTHING GOOD ABOUT THE BOOK?</b>
<b>DID YOU READ THE ENTIRE BOOK? (if not, cite parts read)</b>
<b>ARE YOU AWARE OF THE JUDGEMENT OF THIS BOOK BY PROFESSIONAL REVIEWERS?</b>
<b>WHAT WOULD YOU LIKE THE LIBRARY TO DO ABOUT THIS BOOK?</b>
<b>IN ITS PLACE, WHAT BOOK OF EQUAL LITERARY QUALITY WOULD YOU RECOMMEND THAT WOULD CONVEY A VALUABLE OR ALTERNATIVE PROSPECTIVE?</b>