

Pollard Memorial Library

Materials Reconsideration Policy

PURPOSE

The Pollard Memorial Library (PML) has a robust Materials Selection Policy administered by certified professionals who exercise care in the selection of the materials for the library collection. As described in the Materials Selection Policy, the library serves a diverse community with a broad range of information interests and needs. Materials that are valued and regarded as a lifeline by one individual may be disliked or have little practical value to another.

Occasions arise when a patron may feel uncomfortable about a specific material in the collection and wish it to be removed or reclassified, that is, shelved in a different area or only made available with restrictions. In these cases, the library offers a process for resolving the objection.

IF YOU HAVE CONCERNS ABOUT A SPECIFIC MATERIAL IN THE COLLECTION

As a first step, patrons requesting the withdrawal or reclassification of materials currently owned by the library are encouraged to discuss their concerns with the Library Director.

The Library Director will answer any questions about the Materials Selection Policy and the ways it guides acquisitions of materials.

Patrons requesting the withdrawal or reclassification of materials are encouraged to review foundational documents that all American libraries rely upon in making selection decisions. These include:

- [The Library Bill of Rights from the American Library Association](#)
- [The Freedom to Read](#) and [The Freedom to View](#) declarations also from the American Library Association
- [The First Amendment of the Bill of Rights from the U.S. Constitution](#)

If the discussion with the Library Director does not satisfy the patron's concern, the next step is to make a formal request for Materials Reconsideration. This action is conducted internally at the library.

If the patron is not satisfied with the recommendations that emerge from the deliberation of the internal committee, the final step would be to initiate a review by PML Trustees.

Please note that only an individual who is a resident of Lowell may initiate a Materials Reconsideration. Objections to materials in PML from individuals who do not reside within the Lowell city limits will not be considered, nor will objections from an organization or group be considered.

The library will only make formal responses to complaints made through the process described in the Materials Reconsideration Process document that accompanies the Materials Reconsideration Form.

Copies of the form are available at the library circulation desk. Copies may also be mailed to a valid address in the City of Lowell upon request.

A librarian will be glad to help anyone who needs assistance completing the form.

This policy is subject to review by the PML Board of Trustees.

Adopted by the Board of Trustees: April 5, 2023