



Collection Reconsideration & Comment Policy

Review	03-26-2026
Revision	03-20-2026
Issued	10-26-2023
Identifier	Policy SSFL-014

Patrons may submit a request for reconsideration of library resources if:

- 1) They are a resident of the service area
- 2) They limit the scope of the appeal to a specific item
- 3) They have examined the entire item
- 4) They present a “Request for Reconsideration” in writing. The request must include:
 - a. The persons’ name, address(s), date
 - b. Title of the item to be considered
 - c. Author of the item to be considered
 - d. The reason for the request for reconsideration
- 5) They present their written request and reasons within 3 minutes during Privilege of the Floor at a regular board meeting

No action will be taken during the meeting.

No items or services will be pulled while under review.

Review will determine if policies have been adhered to.

A letter will be sent to the requestor with results of the review.