

MATERIALS SELECTION

1. The Beekman Library will support the Library Bill of Rights and the Freedom to Read Statement.
2. The Director of the library shall be responsible for selection of books and other materials, which shall be chosen on the basis of their interest, information and enlightenment of all the people of the community. No book and/or library material shall be excluded because of race, nationality or the political or social views of the author.
3. The Director shall accept or reject the gift of library materials. Gifts shall be accepted only with the stipulation that the library will use them as it sees fit. The Director or designated staff member shall have responsibility to issue documentation of library materials gifts for tax purposes.
4. The Director shall be responsible for periodical weeding of the collection and disposal of weeded materials. Wherever possible, usable books should be placed where they may be recycled.
5. The library shall not be responsible for supplying textbooks, primers or other books related to school curriculum.

RECONSIDERATION OF LIBRARY MATERIALS

Whenever any patron objects to the presence or absence of any library material, the patron will be given a fair hearing. All requests that cannot be readily resolved by staff members will be referred immediately to the Director, who will discuss the matter with the patron.

If the patron feels strongly that the material must be removed they must complete a "Request for Withdrawal of Material" form and submit it to the Director. If a patron feels strongly that an item should be included in the collection they may submit a "Request for the Addition of Material." form. If it is a request for the withdrawal, the Director will examine the item, check reviews of the item, and determine if it conforms to the standards of the materials selection policy. If it is a request for the addition of an item, the Director will check reviews of the item, determine if it conforms to the standards of the materials selection policy, and determine if there are any budget restraints. The Director will decide whether to add, withdraw, or restrict the material in question and will notify the patron of the decision. In the event the Director rejects the patron's request, the Board of Trustees will be notified.

Materials subject to question shall not be removed from use pending final action. If the patron wishes to contest the decision, s/he may present the objection to the Board of Trustees in writing. The Board will consider the objection and the Director's recommendation. The written decision of the Board shall be final and shall be reported to the patron.