
Reconsideration of Materials or Programs Policy

Summary

The purpose of this policy is to guide patrons and staff through the reconsideration procedure for library materials or programs and provide guidelines for this policy.

Policy

The Board of Trustees of the Nesmith Library believes that censorship is a purely individual matter and declares that while anyone is free to reject material of which one does not approve, one cannot exercise this right of censorship to restrict the freedom of others. No library material shall be removed from the Library while under a formal reconsideration of such materials by the library's reconsideration committee. No library program will be cancelled while under a formal reconsideration by the library's reconsideration committee.

The reconsideration committee will be appointed by the Director to determine whether retention of the item would be in violation of the Collection Development Policy.

Any Windham resident may request the reconsideration of any library material or program held at the Library. An individual may submit no more than two (2) written Requests for Reconsideration in any given month, and no more than ten (10) in any calendar year.

Procedure

1. A Windham resident receives a Request for Reconsideration of Library Materials or Programs form (Appendix A, available online and at the circulation desk) along with the Collection Development Policy and appendices.
2. One book, DVD, or program per form.
3. The number of items that can be reconsidered within a 30-day period is limited to two (2) and no more than ten (10) in a calendar year
4. The form must be completed and submitted to the Library Director.
5. The resident will receive a status update within fifteen (15) business days.
6. A review committee will be appointed by the Director. The committee will make a recommendation to the director after reviewing the request. The Director will communicate the results to the resident.
7. If the petitioner wishes to appeal the decision, they must do so within ten (10) business days and the Director will arrange for the request to be added to the agenda at the next regularly scheduled Nesmith Library Board of Trustees meeting.

Nesmith Library, Windham, NH

8. The Board of Trustees will consider the request, and determine whether or not the library's selection criteria have been adhered to. The petitioner is free to attend the Board meeting which is open to the public.
9. A representative member of the Board of Trustees will contact the petitioner with a determination. The Nesmith Library Board of Trustees will have final say on any request for the removal of materials from the Library or addition of suggested materials.
10. The material or program in question will remain on the shelf or on the schedule of events until a decision is made.
11. The completed decision on reconsideration of a specific title shall remain in effect for five (5) years.

ADA compliant edits were performed on September 15, 2026.

Adopted by the Nesmith Library Board of Trustees August 12, 2024.

Appendix A

Request for Reconsideration of Library Materials or Programs

Nesmith Library
8 Fellows Road, Windham, NH 03087
www.nesmithlibrary.org

Procedure

1. The form below must be completed and submitted to the Library Director.
2. One book, DVD, or program per form.
3. The resident will receive a status update within fifteen (15) business days.
4. The completed decision on reconsideration of a specific title shall remain in effect for five (5) years.

Choose One: ☐ Adult Services ☐ Youth Services

Choose among the following materials (check one):

☐ Book ☐ Periodical ☐ DVD ☐ Music ☐ Program
☐ Other (specify):

Author/Artist/Presenter:

Title:

Publisher or Distributor:

Request initiated by (required):

Date:

Name:

Address:

City/Town:

State:

Zip Code:

Telephone:

E-mail address:

Have you read, viewed, or listened to the entire work or attended the program?

☐ Yes ☐ No

If not, what parts?

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What do you object to in the material or presentation? (Please be specific: cite pages or sections)

What good or valuable features do you find in the material?

What do you feel might be the result of reading or viewing this material or attending this program?

Have you read any reviews of this material? ☐ Yes ☐ No

If yes, specify:

What would you like the library to do about this material?

Can you recommend other material or programs that would convey as valuable a picture and/or perspective of the subject treated? Please specify:

Have you read the Nesmith Library Collection Development Policy and the intellectual freedom statements formally adopted by the Board of Trustees? ☐ Yes ☐ No