

Menno Public Library

Request for Reconsideration of Material Form

The trustees of Menno Public Library have established a materials selection policy and a procedure for gathering input about particular items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to Lorie Lehr or Deb Schaeffer. A rational statement will be written by a teacher prior to reading a book in class that will be sent to parents & administration notifying them of the title and circumstance. The Library board committee will review no more than 2 books quarterly. Please note that once a complaint is received, the Library board has 3 months to review the book and respond appropriately with the decision via a written notice.

Menno Public Library
410 S 5th St, POB 346
Menno, SD 57045

Date _____
Name _____
Address _____
City _____ State/Zip _____
Phone _____ Email _____

Do you represent self? ____ Or an organization? ____ Name of Organization _____

1. Resource on which you are commenting:
____ Book (e-book) ____ Movie ____ Magazine ____ Audio Recording
____ Digital Resource ____ Game ____ Newspaper ____ Other

Title _____
Author/Producer _____

2. What brought this resource to your attention?

3. Have you examined the entire resource? If not, what sections did you review?

4. What concerns you about the resource?

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

6. What action are you requesting the committee consider?

7. Please list page numbers and specific information on these pages that you are objecting to.
