

Request for Review and Reconsideration Policy



Introduction

In accordance with [Public Act 25-168 Sec. 322, 323](#), Simsbury Public Library abides by the following statutory requirements. Any Simsbury resident may challenge any Simsbury Public Library material, display or program by completing in their entirety the Simsbury Public Library Board of Trustees approved Request for Reconsideration Form(s) and return it to the Library Director.

Any Librarian or staff member of the Library who, in good faith, implements the policies described in this section shall be immune from any liability, civil or criminal, that might otherwise be incurred or imposed and shall have the same immunity with respect to an judicial proceeding that results from such implementation.

Request for Reconsideration Information and Requirements:

- Reconsideration requests are not confidential patron records under [section 11-25 of the general statutes](#).
- All Library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in [section 46a-64 of the general statutes](#). The freedom to read, the freedom to view and to hear are protected by the First Amendment to the U.S. Constitution and shall not be restricted or abridged on the content or viewpoint expressed in the materials in the Simsbury Public Library collection.
- No Library material, display or program shall be removed, or programs cancelled because of origin, background or viewpoints expressed in such material, display or program or because of the origin, background or viewpoints of the creator of such material, display or program.
- Library materials, displays, exhibits and programs will only be excluded for professionally accepted standards of collection maintenance practices as adopted in the Collection Development and Maintenance Policy, Display Policy and Program Policy.
- Any process for petitioners to challenge any Library material, display, exhibit or program will never favor nor disfavor any group based on protected characteristics.
- Removal, exclusion or censoring of any book on the sole basis that an individual finds such book offensive is prohibited.
- Any Library material, display/exhibit, program being challenged will remain available according to its catalog record and be available for a resident to reserve, check out and access until a final decision is made by the Library Director.
- Requests for Reconsideration, Statements of Concern About Library Displays or Programs will only be accepted from Simsbury residents.
- The Library Director may consolidate any requests for reconsideration of the same challenged material/display/program.
- A resource that has previously been reconsidered by request will be exempt from additional requests for reconsideration for three (3) years following being retained in the Library's collection despite a formal request for reconsideration. The Library Director will summarize the previous decision in response to any new request for reconsideration during that three (3) year period.

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Process

- Individuals challenging material must complete the Request for Reconsideration Form, Statement of Concern About Library Displays/Exhibits or Statement of Concern About Library Programs completely to be considered, including full legal name, address and telephone number.
- Once a reconsideration request is fully completed, the Library Director, along with appropriate staff, will evaluate the Request for Reconsideration Form, Statement of Concern About Library Displays/Exhibits or Statement of Concern About Library Programs, read the challenged material in its entirety, evaluate the challenged material against the Collection Development and Maintenance Policy and make a written decision no later than sixty (60) days from receiving the reconsideration request. The Library Director will provide a written copy of the Library Director's decision and report to the individual who submitted the form. The final authority regarding the removal or retention of Library materials ultimately rests with the Library Board of Trustees.

Appeal

- Any individual who submitted a Request for Reconsideration Form, Statement of Concern About Displays/Exhibits or Statement of Concern About Programs may appeal in writing the Director's decision to the Library Board of Trustees.
- The Board of Trustees, after evaluating the challenge and relevant policy will consult with (i) the Library Director, (ii) State Librarian, or State Librarian's designee, (iii) a representative of the cooperating library service unit as defined in [section 11-9e of the general statutes](#), (iv) the President of the Connecticut Library Association, or the President's designee, and (v) the President of the Association of Connecticut Library Boards, or the President's designee who will deliberate on such a request for reconsideration, provide a written statement of the reasons for the reconsideration or refusal to consider the Library material, and provide the final decision that is contrary to the decision of the Library Director.

~Approved by the Library Board of Trustees October 20, 2025