

Austin Fletcher Memorial Library

Library Material Review and Reconsideration Policy

1. Introduction

The Austin Fletcher Memorial Library of Hampton CT (the “library”) welcomes expressions of opinion concerning its materials, programs, and displays. A Hampton CT resident with a vested interest who wishes to challenge any library and other educational material, display or program is asked to complete and submit a signed Material Review and Reconsideration Form.

In accordance with CT Public Act 25-168 Sec. 322, 323, the Austin Fletcher Memorial Library abides by the following statutory requirements:

- No library material, display or program shall be removed, or library programs be canceled, because of the 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 and programs shall only be excluded for legitimate professionally accepted standards of collection maintenance practices as adopted in the collection development and maintenance policy or the display and program policy.
- The Materials Review and Reconsideration Form can be submitted to the library by an individual resident of Hampton to initiate a review of materials. The material review and reconsideration process for town residents to challenge any library material, display or program shall never favor nor disfavor any group based on protected characteristics. Consideration of requests to reconsider materials, displays or programs is limited to individuals residing in Hampton.
- The individual completing a Material Review and Reconsideration form must include specific information about which portion or portions of such material they object to and provide an explanation of the reasons for such objection. The Material Review and Reconsideration form must include the individual's full legal name, address and telephone number as well as signature and date submitted. Forms without this information will not be accepted or acted upon.
- Material review and reconsideration requests are not confidential patron records under section 11-25 of the CT general statutes.
- Any library material being challenged will remain available in the library according to its catalog record and be available for a resident to reserve, check out or access until a final decision is made by the Library Director.

- Any librarian or staff member of a public 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 any judicial proceeding that results from such implementation.
 - All library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in section 46a-64 of the CT general statutes.
 - This policy applies to all materials in the library's collections.

2. Review Process

The Library Director will evaluate the Material Review and Reconsideration form, read the challenged material in its entirety, evaluate the challenged material against the library's Collection Development and Maintenance policy, and issue a written decision on whether or not to remove the challenged material not later than sixty days from the date of receiving such request. The Library Director shall provide a 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 resides with the Library Board of Trustees. Any appeal of the decision of the library director should be directed in writing to the Library Board of Trustees.

The library Board of Trustees after evaluating the challenged material under the collection development and maintenance policy shall:

- (A) consult with (i) the library director, (ii) the State Librarian, or the 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
- (B) deliberate on such a request for reconsideration
- (C) provide a written statement of the reasons for the reconsideration or refusal to reconsider the library material
- (D) provide any final decision that is contrary to the decision of the Library Director

Once a decision has been made by the library director or the Library Board of Trustees on the reconsideration of any library material such material cannot be subject to a new request for reconsideration for a period of three years.

The Library Director may consolidate any requests for reconsideration of the same challenged library material.

The library is prohibited by from removing, excluding, or censoring any book on the sole basis that an individual finds such book offensive.

3. Policy Location

This policy is housed on the library's website at fletchermemoriallibrary.org

Physical copies are also available from the Library Director.

Approved by the FML Board of Trustees on September 24, 2025