**Library Material Review and Reconsideration Policy**

The Cyrenius H. Booth Library welcomes expressions of opinion concerning library materials. A Newtown, CT resident with a vested interest who wishes that a specific item be reconsidered is asked to complete and submit a Request for Reconsideration Form. Reconsideration requests are not confidential patron records under section 11-25 of the general statutes. The library prohibits the removal, exclusion, or censoring of any book on the sole basis that an individual finds a book offensive. Any process for petitioners to challenge any library material shall never favor nor disfavor any group based on protected characteristics. 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.

In accordance with Public Act 25-168 Sec. 322,323, Cyrenius H. Booth Library abides by the following statutory requirements:

- No library material, display or program shall be removed, or programs be 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 and programs shall only be excluded for legitimate professionally accepted standards of collection maintenance practices as adopted in the Collection Development and Maintenance Policy.
- The materials review and reconsideration process for Newtown residents to challenge any library material, display or program shall never favor nor disfavor any group based on protected characteristics.
- 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.
- The Library Director can consolidate any requests for reconsideration of the same challenged library material.

**Process for Individuals with a Vested Interest to Challenge any Library and Other Educational Material, Display, or Program:**

- Newtown patrons challenging materials are required to submit a Request for Reconsideration Form. The Request for Reconsideration Form has space for individual's full legal name, address and telephone number. The individual shall not submit a request for reconsideration without this information included.
- The Library Director, along with appropriate staff, will evaluate the Request for Consideration Form, read the challenged material in its entirety, evaluate the

challenged material against the Collection Development and Maintenance Policy and make 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.

- Only one challenge per patron per title can be active at a time.
- The individual who submitted the Request for Consideration Form can appeal, in writing, the Library Director's decision to the Cyrenius H. Booth Library Board of Trustees.
- The Board of Trustees, after evaluating the challenged material under the Collection Development and Maintenance Policy shall consult with:
    - the Library Director,
    - State Librarian, or State Librarian's designee,
    - a representative of the cooperating library service unit as defined in section 11-9e of the general statutes
    - the president of the Connecticut Library Association, or the president's designee
    - the president of the Association of Connecticut Library Boards, or the president's designee

  who shall deliberate on such a request for reconsideration, provide a written statement of the reasons for the reconsideration or refusal to reconsider the library material, and provide any final decision that is contrary to the decision of 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.
- Once a decision has been made by the library director or the board of trustees or other governing board on the reconsideration of any library material, such material cannot be subject to a new request for reconsideration for a period of three years.
- 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.

*Adopted by the Cyrenius H. Booth Library Board of Trustees, October 14, 2025.*