

2.01a Program Policy Appendix A: Statement of Concern for Programs

Procedures

1. To receive consideration by the Library, all concerns regarding library-initiated programs must be made by fully completing this form. This includes concerns brought up by members of the Board or staff.
2. The library-initiated program about which a concern has been made will not be canceled, nor be restricted in any way, before final action is taken by the Board of Trustees on the complaint, unless the Director of Library Services finds substantive justification for the program to be delayed or canceled until further investigation can be completed.
3. Within two (2) business days of the filing of the written statement, the applicable staff member will confer with the Director, then send a written response to the patron, explaining in detail their decision regarding the statement of concern. The response will also inform the patron that they may appeal the decision within five (5) business days.
4. The Board of Trustees will review the appeal at their next scheduled board meeting and take final action on it. In making its decision regarding the concern, the Board of Trustees will employ all of the Criteria for Selection of Library-Initiated Programs listed above, along with the American Library Association's Library Bill of Rights (1.04) and the ALA Statement "Library-Initiated Programs and Displays as a Resource" (2.01b)
5. The patron will be notified in writing of the Library Board's decision in the matter.

Statement of Concern for Library-Initiated Programs

North Shelby Library programs are events, displays, or exhibits that promote the use of library materials, services, and/or offers the community informational, entertaining, or cultural experiences. This form allows community members to voice concerns they may have about a program.

1. Title of event, display, or exhibit: _____

2. Location: _____

3. Department: Children's Teen Adult Services General

4. Request initiated by (Name): _____

5. Phone: _____ Email: _____

6. Address (Street/ZIP): _____

7. Do you represent: Yourself
 Organization: _____

8. What specifically causes you to be concerned about this program or display? _____

9. Did you attend this event or view the exhibit in its entirety? Yes No

10. What do you think would be the result of a patron viewing this material or attending this program?

11. Is there an age for which you would recommend this program? _____

12. Are there any positive aspects to this program? _____

13. What would you say the theme or purpose of the program is? Did it meet that purpose in your opinion?

14. Is there a program you would recommend in place of this material? _____

15. What specific action would you recommend to library leadership? _____

16. Signature _____ Date _____