

# Elkhart Lake Public Library – Statement of Concern About Library Resources

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The Elkhart Lake Public Library Board of Trustees requires that the following procedure be followed before it will consider a citizen's complaint regarding a resource of the library.

1. Be presented with and read the three statements:
  - a. Elkhart Lake Public Library Material Selection and Intellectual Freedom Policy
  - b. Library Bill of Rights, and
  - c. Freedom to Read
2. Be a resident of the Village of Elkhart Lake OR of a non-librariated area of Sheboygan County. Residents' taxes from these areas pay for the materials held by the library; therefore, only residents may request that a material be reconsidered.
3. Be an Elkhart Lake Public Library or Monarch Library System cardholder.
4. Have either read the material or seen/heard the material in its entirety.
5. Complete the following questionnaire as fully as possible, explaining in detail the answers to the questions proposed.
6. Submit the *Statement of Concern* to the Board of Trustees in a very timely manner. After receipt of the statement, the board will review it, have the Library Director respond to the concerns, and then decide.
7. The written determination will be made within 30 days of the receipt of the *Statement of Concern* and mailed to the person whose name appears on the form. Materials being reviewed based on a request under this policy will not be removed from the collection during the review process.
8. Should the person issuing the complaint feel dissatisfied with the board's decision, she/he has the option to proceed further. It perhaps would be wise to assume that further actions would become costly not only for the person who is making the challenge, but also for the Board of Trustees and the Village of Elkhart Lake who are supported through tax monies.
9. A questionnaire will need to be filled out for each resource challenged.
10. Individual titles will only be reviewed once every five years.

Adopted by the Elkhart Lake Public Library Board  
May 12, 1995

Revised to include social media September 14, 2020  
Revised March 13, 2023



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4. What do you feel the effect of the resource might be?
  
5. For what age group would you recommend this resource?
  
6. In its place, what resource of equal or better quality would you recommend?
  
7. What do you want the library to do with this resource?
  
8. Additional Comments: