**Sergeant Bluff Public Library**

**Statement of Concern Policy**

*This policy outlines appropriate ways to address concerns over library materials.*

Sergeant Bluff Public Library welcomes all people and provides equitable access to quality resources and services. Sergeant Bluff Public Library strives to fulfill our mission to be an innovative and responsive community center that supports cultural programming, lifelong learning, literacy, and open access to the world of information and ideas, with a staff committed to excellence and personal service.

The Library Board of Trustees has adopted policies for the effective use and management of the Library. Our Collection Policy includes our selection philosophy and references our support for the [Library Bill of Rights](https://www.ala.org/advocacy/intfreedom/librarybill) as adopted by the American Library Association Council on Jan. 23, 1996, and the [Freedom to Read Statement](https://www.ala.org/advocacy/intfreedom/freedomreadstatement#:~:text=We%20believe%20rather%20that%20what,life%2C%20but%20it%20is%20ours.) as adopted by the ALA Council and the AAP Freedom to Read Committee on June 30, 2004.

The Library Board of Trustees recognizes that the diversity of the collection and the Library resources may not align with everyone’s point of view, and for some people different perspectives could result in concerns. The Library hopes to resolve any patron concerns starting with a face-to-face discussion with Library administration. If the issue is not resolved, this Statement of Concern Policy was developed to address further patron concerns through the following formal procedures, if needed. A patron who may address a **complaint must be eligible to receive a Sergeant Bluff Public Library card** and is encouraged to read, listen to, or watch the entire material in question.

1. The patron with a complaint about the presence of an item in the collection, a Library program, or other resource will first contact the Director in writing. The Director, upon receiving the concern, will review and send a written response to the concerned patron within 10 days of receipt.

2. After receiving the Director’s decision, if the concerned patron wishes to carry any objections further, the patron must complete and sign a Statement of Concern about Library Resources Form for further review by the Sergeant Bluff Library Board of Trustees.

3. The Statement of Concern will be presented to the Library Board of Trustees for review at their next regularly scheduled meeting. The submitting patron may appear before the Board if desired, following the Public Comment at Library Board Meeting Policy. The Board will consider and take action to respond to the patron in writing within 30 days.

4. Items will not be removed while under review.

5. The Director or the Library Board of Trustees may decide to remove an item if upon further review in consideration of the concern raised and the Sergeant Bluff Public Library Collection Policy. Alternatively, the Director and the Library Board of Trustees may decide not to remove an item. If the Director and the Library Board of Trustees refuse to remove the Library resource submitted in the Statement of Concern, the Director and the Library Board of Trustees will decline to review any Statement of Concern addressing the same Sergeant Bluff Public Library resource for the next two years and will issue a written response regarding this policy along with a copy of the prior finding of the Board of Trustees.

6. No item shall be removed from the Sergeant Bluff Public Library collection without a court order if the Board of Trustees and Director decline to remove an item and deem it appropriate for the collection.

REVISED: 4/27/25

APPROVED: