



Central Skagit Library Request for Reconsideration of Library Materials

The Central Skagit Library Board of Trustees recognizes the right of individuals to question the inclusion or placement of materials in the Library's collections. The Trustees also support the principles embodied in the American Library Association's Library Bill of Rights, Freedom to Read statement, and Freedom to View statement.

Residents of the Central Skagit Library District and legally contracted service areas may request reconsideration of a selection or placement decision of a specific Library material by completing this Reconsideration of Library Materials form.

Additional pages may be attached as necessary.

Today's date: _____

Material title: _____

Material format: _____

Author/Composer/Artist/Narrator: _____

1. How did this item come to your attention?

2. What concerns you about this item? Please be as specific as possible.

3. Have you read/viewed/listened to the entire work? If no, please explain, and indicate which parts you read/viewed/listened to.
4. Are there specific sections to which you object, or do you object to the work as a whole? Please detail any specific sections.
5. In your opinion, are there any groups or individuals that may consider this material appropriate for the Library's collections? If so, please provide examples.
6. Are there other resource(s) you suggest to provide additional information and/or other viewpoints on this topic? If so, please list.
7. Is there anything positive or educational about the item?

8. What action would you like the Library to take regarding this material?

In order to respond to your request, we need the following contact information:

Your Name: _____

Address: _____

Phone Number (optional): _____

Email (optional): _____

Signature

Date

Thank you for your concern and comments. If contact information is provided, we will send you a written notice of our decision regarding the material. Forms without contact information will not be reviewed.

The Library will not accept or respond to Reconsideration Forms submitted by anyone who does not reside in the Central Skagit Library District or its legally contracted service areas.

An initial, written response from the Library Director or Director's designee to the Reconsideration Form will be sent within thirty (30) days of receiving the request. Materials that have been questioned will remain in the active collection until the Library has made a determination regarding how to proceed with the reconsideration request.

Specific materials that have gone through the reconsideration process will not be reconsidered for a period of two years after the reconsideration process has concluded.

For Library use only:

Signature of library staff member accepting form: _____

Date: _____

Approved by Library Director July 10, 2026

Reconsideration of Library Materials

The resources and materials provided by the Library are selected in accordance with the Library's Collection Development Policy to meet the educational, research, entertainment and service needs of the Central Skagit Library community. It is the responsibility of the Library to ensure that different points of view are represented in the materials and resources provided in the Library collections. Inclusion of a particular resource does not constitute endorsement or advocacy of the ideas or statements found therein.

The Library adheres to the principles of intellectual freedom outlined in the Library Bill of Rights of the American Library Association (ALA), and further explicated in the ALA Freedom to Read Statement and the ALA Freedom to View Statement.

The CSL Board of Trustees views the removal of library materials based solely on content as censorship and such acts may be in violation of First Amendment rights.

The choice of Library materials by a Library user is an individual matter. Only individuals can determine whether certain material or information is appropriate for their own needs; however, they shall not restrict the freedom of others to read, view, listen, and/or inquire.

The Library does not act in loco parentis and will not deny access to materials to children with library cards in good standing. Parents and guardians are expected to make decisions regarding materials for their children.

The Library recognizes that certain materials are controversial and that any given item could be considered offensive by some Library users. Following the guidelines below, library patrons may submit a materials reconsideration request for a specific item to be removed from the Library collection entirely, or reclassified to a different specific collection within the Library.

If an individual requests that a Library item be reconsidered, the following process will be followed:

1. Individuals wishing to submit a reconsideration request will be offered a packet of materials that includes the Library's mission statement, collection development policy, reconsideration policy and form, and the American Library Association principles and statements listed above. This packet will also be made available on the library's website.
2. Individuals are required to fully complete and submit a reconsideration form to a Library staff member (in-person) or to the Library Director (via e-mail). The Library will not consider reconsideration forms submitted anonymously, or from individuals residing outside the library district or legally contracted service areas.

3. If an item is submitted for reconsideration, the item will remain in circulation in the Library collection for the duration of the reconsideration process.
4. The director, with appropriate professional staff, will review the reconsideration form and the specific item to consider whether its selection and placement within the library follows the criteria stated in the collection development policy.
5. Within 30 business days, the Library Director will decide and send a letter to the patron who submitted the request for reconsideration, explaining any decision made regarding the item.
6. Specific materials that have gone through the reconsideration process will not be reconsidered for a period of two years after the reconsideration process has concluded.

Central Skagit Library subscribes to and supports the statements in the American Library Association Code of Ethics, Code of Ethics for Librarians, Library Bill of Rights, Freedom to Read statement, and the Freedom to View Statement. Current state and federal law prevail if the provisions of either code of ethics statements are in conflict.

Approved by Central Skagit Library Board of Trustees April 16, 2026

Central Skagit Library Collection Development Policy

Our mission is to bring people, information, and ideas together to enrich, empower, and engage our community.

A. Selection

Central Skagit Library District strives to provide materials in support of its mission, which includes lifelong learning, progress, creativity and promotion of personal well-being. Patrons enjoy the materials and services of the Central Skagit Library District through its branch, website (centralskagitlibrary.org), Facebook page and other social media.

The materials and services provided may be packaged in a variety of ways and formats, but the most closely examined component is content. Selection is based on the merits of a work in relation to the needs, interests and demands of the community served by the Central Skagit Library District. Whenever possible, use will be made of professional reviewing tools, bibliographies, and other selection aids when making purchasing decisions. Suggestions from members of the public are always welcomed and will be given serious consideration.

Selection is a discerning and interpretive process, involving the following:

1. Understanding the community served
2. General knowledge of the subject
3. Familiarity with existing materials in the collection

General Criteria – The Library will consider the following criteria as valid factors in the selection process as they relate to library customers of all ages, walks of life, value and interest patterns, education, opinion, and persuasion:

1. Range of appeal
2. Timeliness
3. Contemporary significance
4. Patron interest/demand
5. Favorable reviews
6. Appropriateness for intended audience
7. Accuracy
8. Quality
9. The authority and reputation of the author(s) and publisher(s)
10. Reputation and significance of the illustrator or reader/narrator

11. Nominated or received awards or honors
12. Availability, price and format
13. Relationship to other items in the collection
14. Local or regional significance
15. Inclusion on recommended lists (e.g., those compiled by the American Library Association)
16. Budgetary constraints
17. Media tie-ins

Additional criteria contemplated when selecting music, films, television specials or series include:

1. Reputation and significance of the director
2. Reputation and significance of the musical artist(s) or actor(s)
3. Historical place/classic film
4. Literature or book tie-in
5. Educational/informational
6. MPAA rating

Additional criteria contemplated during the selection process for e-materials and electronic informational databases include:

1. Ease of use
2. Access rights
3. Network requirements and connectivity issues

In its selection of books and other materials for public access, the Central Skagit Library District adheres to the principles set forth in the American Library Association's Library Bill of Rights, Freedom to Read Statement, and Freedom to View statement, which endorse the concept that the freedom to read is essential to the democratic ideals of the United States. Therefore, the express purpose of the library collection of the Central Skagit Library District is to promote the broad dissemination of ideas upon which this democracy thrives.

Selection of materials by the librarian does not imply agreement with or approval of the content, viewpoint, implication, or expression of the material. Librarians will evaluate materials on the basis of the content and style of the work as a whole, not by selected or random passages or scenes. The public library is not a curriculum center and does not provide basic texts, curriculum resources, nor materials needed in quantity for schoolwork.

Parents or legal guardians are responsible for the reading, listening, and/or viewing of library materials engaged in by the youth of this community. Only parents or guardians may restrict their own children's access to library materials. Material selection practices of the

Central Skagit Library District will not be inhibited by the possibility that library materials may be read, listened to, or viewed by youth.

The Library will attempt to provide materials for all members of the community. Access to and use of materials will not be denied or abridged because of origin, race, age, background, sex, sexual orientation, gender identity or views. Likewise, none of these factors shall be cause to exclude any material of authors, artists, publishers, or producers.

Materials that contain sexual content, scenes containing violence, or which contain language generally considered to be profane in nature will not be automatically rejected for inclusion into the collection. Selection decisions should be made on the basis of whether or not the title presents life in its true proportions and whether characters and situations are realistically presented; or, if fantastically presented, consideration will be given to how well the title fits the other Central Skagit Library District selection criteria.

Final responsibility for title selection and for the entire Central Skagit Library District collection lies with the Director, who operates within the framework of policies determined by the Board of Trustees. However, the responsibility for the initial selection and ordering of materials may be shared by other members of the Central Skagit Library District staff at the discretion of the Director.

The Central Skagit Library District accepts gifts of books and other materials. All gifts are accepted with the understanding that Central Skagit Library District may or may not decide to add the materials to the Library's collection. Gift materials will be judged on the same basis as purchased materials. The Library reserves the right to reject gifts.

The development of special collections shall be considered only if the collection fits within the library's mission, is not a duplication of resources readily available in the area, and can be reasonably maintained by library staff.

Central Skagit Library District participates in the Washington Anytime Library, which provides access to electronic resources. Central Skagit Library also provides access to hundreds of online full-text magazine and professional journal articles, along with online full-text reference materials and other e-content. Periodical hard copy subscriptions will be made to popular titles based on community interest and need.

B. De-selection

The professional staff will systematically remove (weed) worn, dated, or damaged library materials as an integral part of the selection process. Professional staff will also weed items with low to zero circulation statistics over time. This process helps maintain the quality of the library collections and is not intended to sanction removal of library materials based upon any controversy surrounding the material. Staff, during this process, should consider the selection principles stated in this Policy. Weeded materials are disposed of according to local and state laws with consideration to agreements with Friends of the Library or Library Foundations. Materials may be disposed of through book sales, giveaways or recycling.

American Library Association Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

Accessed July 10, 2026

American Library Association Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the

accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by:

[American Library Association](#)

[Association of American Publishers](#)

Subsequently endorsed by:

[American Booksellers for Free Expression](#)

[The Association of American University Presses](#)

[The Children's Book Council](#)

[Freedom to Read Foundation](#)

[National Association of College Stores](#)

[National Coalition Against Censorship](#)

[National Council of Teachers of English](#)

The Thomas Jefferson Center for the Protection of Free Expression

Accessed July 10, 2026

American Library Association Freedom to View Statement

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was

adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council

Accessed July 10, 2026