Dear [Library Name] Board of Trustees,

On behalf of the Superiorland Library Cooperative, I want to thank you for serving as trustees at your local public library. The range of responsibilities and duties for any public library board are vast, and it is no small task to successfully manage the oversight of such a beloved community resource. Your work is crucial to the operation of a well-run library, and your efforts deserve recognition. Thank you for all you do.

We are reaching out to support you at this time of conflict. As I’m sure you are aware, in recent years libraries have experienced a substantial increase in requests to remove or restrict access to books, programs and other materials. As the [governing or advisory body] of the [Library Name], understanding the process for handling requests for reconsideration is vital to ensuring the library’s response aligns with the law and established library policy.

Perhaps most important to note is the precedent set by the Supreme Court of the United States. In a 1982 case, the Supreme Court determined that content-based removal of certain books from a school library was a violation of students’ first amendment rights. In public libraries, where there is little recognized authority to restrict access to information, the bar against content-based removal is even more clear. If a library board decided to remove materials from the collection based on subject matter alone, they could be acting against the law and well-established legal precedent on the topic.

The [Library Name] is required to employ a Library Director who [Insert professional certification requirement here dependent on library class size]. Coursework and training associated with that program qualifies participants to develop collections that meet the varied interests of all community members. Providing for the interests of all residents is central to the mission of public libraries, and your professional and trained librarians do this every day.

The [Library Name]’s board approved Collection Development Policy delegates that work to the Library Director, and clearly states that individuals “[Insert supporting language from policy].”

At the Superiorland Library Cooperative, we work with library directors and library boards to provide support for handling difficult questions and challenges related to library collections. We would be more than happy to host a training session for your board or share further resources at your request.

Thank you,

Brad Winnicki, Board Chair
Superiorland Library Cooperative
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