

**Northville District Library
Policy on
Appeals to the Board of Trustees**

The Northville District Library, in its effort to serve the community, will consider written appeals from citizens who have concerns with decisions and/or actions of library staff.

Such concerns should be submitted in written form to the Library Director. They will be answered, in writing, by the Library Director, or designee, within ten (10) days of the date such correspondence was received.

An individual wishing to appeal the Director's response may request formal consideration by the Board of Trustees. To do this, he or she will submit a written request to the Library Director within ten (10) days of receiving the Director's response. The appeal will then be placed on the agenda for the next regularly scheduled Board of Trustees Meeting. The individual making the request must personally attend that Board of Trustees Meeting and may make a statement in support of his or her position. The individual will be allowed five minutes to speak. The Board of Trustees will request that a parent or guardian accompany a minor.

The Board of Trustees may affirm, modify, or reject the Director's decision.

The decision of the Northville District Library Board of Trustees is final.

Approved by the Board of Trustees July 22, 1999
Reaffirmed by the Board of Trustees Nov. 18, 2004
Reaffirmed by the Board of Trustees June 23, 2011
Reaffirmed by the Board of Trustees Jan.26, 2017
Revised by the Board of Trustees March 24, 2022