



Patron Appeal Procedure

A. Notice of Appeal. Revocation or denial of library privileges may be appealed if the individual files a written notice of appeal with the director within 10 days after receiving notice of the revocation or denial. Such notice shall be filed c/o Watertown Public Library, 100 S. Water St., Watertown, WI 53094

B. Within 10 days of receipt of the notice of appeal the patron shall schedule a meeting with the director to resolve the issue of the library privileges being revoked or denied.

C. If a resolution cannot be reached with the director, the individual may make a written request to the director, within 10 days of meeting with the director, asking that the matter be addressed by the Library Board at the monthly board meeting. The individual requesting the appeal may attend the board meeting and make a short presentation after which the board shall decide the matter. The determinations of the Library Board shall be final.

February 3, 2003