



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Library

**ACM:** Frank Dixon

**DATE:** May 12, 2025

### **SUBJECT**

Receive a report, hold a discussion, and give staff direction regarding an appeal request for a library suspension.

### **BACKGROUND**

Per the Library Rules of Conduct, attached as Exhibit 2, a patron issued a library suspension may appeal their suspension by submitting a letter of appeal. The appeal will be brought to the Library Board for discussion and the Board will provide a recommendation to the Director of Libraries:

#### **Procedure for Library Suspension Appeals**

Persons may request a review of a library issued library suspension based on the following procedures. An appeal must be submitted in writing to the Library Suspension Review Committee as visits in person to any Denton Public Library location are prohibited.

The written appeal must be received at the following address within 30 days of the date the notice is issued. **This appeal process shall only apply to any library suspension issued by a library employee and shall not apply to a Trespass Warning on City Property issued by a police officer.**

Denton Public Library  
Attn: Library Suspension Review Committee  
502 Oakland Street  
Denton, TX 76201

The appeal must include a physical or e-mail address at which the library may correspond in writing with the individual making an appeal. The Review Committee, comprised of members of the Denton Library Board, will review timely filed appeals at their regularly scheduled meeting, and make a recommendation to the Director of Libraries, who will respond in writing within 60 days of the receipt of the appeal.

Information regarding the process to appeal a Trespass Warning on City Property is available in City of Denton Policy 500.08 Trespass Warning on City Property and

provided on the Trespass Warning document that is provided to the person receiving the Trespass Warning on City Property.

A library suspension of one year was issued to a library patron due to an incident on March 20, 2025. The appeal letter was submitted and received by Library Administration on April 15, 2025.

### **OPTIONS**

The Library seeks a recommendation from the Library Board regarding the appeal whether to uphold the suspension, reduce the suspension, or waive the suspension.

### **EXHIBITS**

1. Agenda Information Sheet
2. Library Rules of Conduct

Respectfully submitted:  
Jennifer Bekker  
Director of Libraries

Prepared by:  
Jennifer Bekker  
Director of Libraries