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### SECURITY APPEAL PROCESS

Library users who have their Library use privileges suspended may appeal in writing to the Director to have their Library privileges restored. The appeal must be submitted to the Director within 15 days of the date of suspension or, for suspension periods consisting of less than 15 days, any time prior to the expiration of the suspension period. Any appeal submitted after the 15-day period will not be considered. The Director or designee shall review the appeal and provide the user with a written decision within 10 business days of receipt of the appeal. The user may appeal the Director's decision to the Board in writing within 20 days of the date of said decision. The Board shall review the appeal and the Director's written decision along with any other relevant documentation and will deliberate on the matter. The written decision of the Board shall be provided to the user and the Director within 45 days of the appeal to the Board.

The suspension of the privilege to use the Library will remain in effect throughout this appeal process.