

St. Tammany Parish Library
Board of Control Meeting
April 24, 2023
St. Tammany Parish Council Chambers
21490 Koop Dr.,
Mandeville, LA 70471
6:30 P.M.

Public Comment: A three (3) minute time limit is established for each member of the public wishing to speak (for or against) an item on the Agenda. **Note: In the case of a Statement of Concern decision, the person who filed the Statement of Concern is given 5 minutes to speak.**

AGENDA

Call to order by President and Roll Call by Director

1. Approval of the minutes of the meeting of the Library Board of Control that was held on March 27, 2023 and the special meeting held on March 25, 2023.
 - Discussion
 - Public Comment
 - Vote
2. NEW BUSINESS
 - A. Financial Reports – March 2023
 - Discussion
 - Public Comment
 - Vote
 - B. Director’s Report
 - Discussion
 - Public Comment
 - C. Rules and Regulations Update – Section 407 Challenged Materials
 - Public Comment
 - Discussion
 - Vote
 - D. Rules and Regulations Update – Section 205 Materials Display
 - Public Comment
 - Discussion
 - Vote

E. Adoption of the Strategic Plan

- Public Comment
- Discussion
- Vote

F. Resolution regarding maintaining the current millage rate for 2024

- Discussion
- Public Comment
- Vote

3. OLD BUSINESS

- A. Strategic Planning Committee Update
- B. Rules and Regulations Committee Update
- C. Library Foundation Update
- D. Friends of the Library Updates

4. Public Comment

5. Adjournment

St. Tammany Parish Library
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March 27, 2023
St. Tammany Parish Council Chambers
21490 Koop Dr.
Mandeville, LA 70471
6:30 P.M.

MINUTES

The meeting was called to order by Rebecca (Becky) Taylor, President. Kelly LaRocca, Director, called the roll and declared that a quorum was present.

Present: Jake Airey, Carmen Butler, Ann Shaw, Becky Taylor

Absent: Mary Reneau

Emily Couvillon with the Civil Division of the District Attorney's Office was also present as legal counsel for the library.

B. Taylor explained the rules for public comment. A three-minute time limit is established for each member of the public wishing to speak (for or against) an item on the Agenda. In the case of a Statement of Concern decision, the person who filed the Statement of Concern is given five minutes to speak. The meeting was streamed live via a link posted to the library's website.

1. Approval of the minutes of the meeting of the Library Board of Control that was held on February 28, 2023.

Discussion: There were no suggested corrections to the minutes.

Public Comment: There was no public comment.

Vote: J. Airey moved to approve the minutes of the February 28, 2023 board meeting. It was seconded by C. Butler. All were in favor, none were opposed, and one was absent. Motion carried.

2. NEW BUSINESS

A. Financial Reports – February 2023

Discussion: K. LaRocca reported that the library has received 66% of the expected Ad Valorem funding and 1/3 of the expected State Revenue Sharing. The budget percentage for this point in the year is 16.66%. Revenues are at 16.70% and expenditures are at 17.53%. K. LaRocca explained that the revenue percentage is higher than budgeted due to higher than anticipated interest rates. K. LaRocca reviewed the expenditure lines that are over budget. The Workers Compensation line is at 68.82% due to a portion being due early in the year. The Publication of Legal Notices continues to be above budget due to longer board meeting minutes. The Polaris Maintenance line is at 97% due to paying for the service in full for the year. The Web Design Consultant line is at 94% due to paying for the website early in the year. The Insurance and Claims lines are above budget because insurance policies are paid for in large portions early in the year. The Library In-Service Training and Juvenile Programming lines are above budget due to purchasing Ozobots and Ozobot training sessions. The Friends of the Library will reimburse those expenses. The PC Network line is at 68% due to purchasing the first group of new computers for the year. The Capital Outlay-Library Resource Acquisitions lines vary due to paying for the materials at different times of the year.

Public Comment: There was no public comment.

Vote: A. Shaw moved to approve the February 2023 Financial Reports. It was seconded by C. Butler. All were in favor, none were opposed, and one was absent. Motion carried.

B. Director's Report

Discussion: K. LaRocca reported that the renovation work at the new Technical Services building begins on April 3, 2023. The work should be complete by June 2, 2023. Per our Cyber Security policy, an external penetration test was conducted by a certified security consultant to test the vulnerability of our data systems. The report was positive and commended the I.T. staff for their work to maintain a secure internet-facing structure.

Staff promoted the library on The Lake and The Highway radio stations and STPG-TV's Check It Out show. Staff participated in the following community events and meetings: St. Tammany Health System and Ochsner Employer Breakfast meeting, Keep Louisiana Beautiful Clean-Up Supplies Loaner Library Program meeting, Family Literacy Night at Folsom Elementary, COAST, St. Tammany Commission on Families meeting, and the Students with Exceptionalities Games at Lakeshore High School. Staff provided outreach to five local preschools and

elementary schools for Read Across America as well as Kinder Haus Montessori and Bayou Woods Elementary for STEM Day. Staff attended the State Library's Summer Reading Workshop for Adults and the RootsTech Genealogy Conference. Staff held the following classes and programs: Recipe Swap, Book Clubs, Genealogy Time, Tech Time, African American Genealogy Research, Irish Genealogy Research, Google Tools, Intro to the Cloud, Top Scams in LA in 2022, and Zentangle for Brain Health.

The library has received 18 public records requests (PRR) since November 2022. Email searches are done by our I.T. Department, but then have to be reviewed for relevance and redacted by the District Attorney's Office. For example, one of the uncompleted PRRs yielded 30,459 emails that are waiting in line to be reviewed and redacted. The library is in the process of filling a full-time position to help with PRRs.

To date, the library has received 194 Statements of Concern on 157 titles since August 2022. After concern that there was a challenged book on the shelf, I.T. investigated the email server and discovered six additional titles that were submitted in December that were not previously seen. The titles were added to the list and placed with the other challenged titles behind the circulation desk. K. LaRocca stated that she received approval from the Attorney General's Office to obtain legal advice on March 15, 2023. Library staff will now be making recommendations for Board decisions at upcoming meetings.

New contracts and renewals are as follows: Microsoft 365 renewal (email and Microsoft Office), OCLC for GreenGlass subscription (print collection analysis), Librarica for CASSIE support renewal (manages public computers), Librarica for Jamex Warranty renewal (coin machines for public printers), Daikin HVAC renewals for Slidell and Madisonville branches.

K. LaRocca reviewed the February 2023 and year-to-date service statistics.

Public Comment: There was no public comment.

C. Resolution to extend time to allow for procedural due process of undecided Statements of Concern

Discussion: K. LaRocca explained that the Board will be addressing five titles at this meeting and there will be another 152 titles left for the Board to review. K. LaRocca is asking the Board to extend the review time to 120 days for the remaining titles. The 120-day extension will begin on the date of this resolution.

Public Comment:

Kevin Marino – Stated that he supports the proposal to extend time to review. Spoke of the tax dollars and amount of time wasted on Statements of Concern. Thanked the staff and stated they deserved raises.

Lisa Rustemeyer – Covington, LA. Supports the resolution. Stated that books are meant to be read as whole works, but most Statements of Concern contain cherry-picked politically driven reviews which lead to distorted views of the books.

David Cogle – Spoke of the book that was discovered on the shelves due to a clerical error after a Statement of Concern was submitted. Accused library staff of working with Deborah Caldwell Stone, attorney for the American Library Association (ALA), to undermine parents’ concerns about the same the book in 2021. Stated that librarians cannot be trusted.

Cynthia Weatherly – From Covington, LA. Board members were provided a copy of her public comment, from which she read aloud. Asked for all literature currently held behind the desk to be placed back on the shelves. Spoke of the long review period and stated that restricting access for more than 120 days violates her 1st Amendment rights.

K. LaRocca read the resolution aloud.

Vote: J. Airey moved to adopt the resolution to extend time to allow for the procedural due process of undecided Statements of Concern. It was seconded by A. Shaw. All were in favor, none were opposed, and one was absent. Motion carried.

D. Statement of Concern – *I Am Jazz*

K. LaRocca referenced Section 407: Statements of Concern About Library Resources from the Rules and Regulations of the St. Tammany Parish Library Board of Control and gave a brief review of the process. Stated that the Board needs to vote to affirm, modify, reject, or take under advisement the committee’s recommendation. The decision of the Board will be rendered by a majority vote. In the event of a tie, the recommendation is affirmed.

K. LaRocca presented the Statement of Concern for the book *I Am Jazz* by Jessica Herthel and Jazz Jennings. The statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project and Citizens Against Child Exploitation. K. LaRocca read the statement aloud. The recommended action by C. Phillips is to “Move to request only section as this book violates the Harmful to Minors Statute in particular R.S. 94:91:11 [sic] in particular

section 3. The material is offensive to the average adult applying contemporary community standards with respect to what is suitable to minors.”

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of copies STPL owns, circulation statistics, comparable library system statistics, reviews by *School Library Journal*, *Kirkus Reviews*, *Booklist*, and *Bulletin of the Center for Children’s Books*. Also noted are awards and lists that feature this title. A total of 843 public libraries across the nation own copies of the book. The title is shelved in the Juvenile Non-Fiction collection at STPL.

K. LaRocca reviewed the committee’s evaluation of the title which includes demographics of the committee members, the committee’s report, and the committee’s recommendation. The title has previously been challenged and was reviewed by a committee. The committee decided to keep the book in its current classification. The decision was appealed by the patron and the Board voted to uphold the committee’s decision at the December 13, 2022 board meeting.

Since the current complainant cites Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. K. LaRocca stated that legal counsel has advised the Board that all four criteria in the R.S. 14:91.11 must be true to violate the statute. The committee did not find any violations of the statute.

Committee Recommendation: Book is appropriate in its current location in the Juvenile Non-Fiction Collection at STPL.

Other options for the Board: Move the book to Children’s Biography, Adult Non-Fiction, a parenting section that would have to be created and located in Adult Non-Fiction, restrict the book behind the circulation desk, or remove it from the library.

Public Comment:

Connie Phillips, the patron who submitted the Statement of Concern, was offered five minutes for public comment. She was not in attendance and did not appear for public comment.

Fran Smith – Slidell, LA. Stated that she played with boys when she was younger, but her parents did not say that she should be a boy. Stated that later in life many transgender people decide that they no longer want to be transgender. Stated that the library is promoting this.

Rachel Rhodes – Stated that in the past she has felt the same as those opposing books regarding transgender people, but her views changed when her transgender daughter came out to her. Stated she is afraid for her daughter who has received death threats and verbal attacks. Stated transgender people are human beings, beautiful souls and not perverts.

Mel Manuel – Madisonville, LA. Stated that 431 anti-LGBTQ bills have been proposed nationwide this year. Stated that Louisiana’s HB81 would make it illegal for teachers to use students’ preferred names and pronouns. Spoke of a Florida bill that would cause them to lose their 11-year-old daughter if passed in Louisiana. Stated that groups like the Accountability Project and Citizens for a New Louisiana equate queers with pedophiles and are stoking fear in the hearts of local residents.

Kevin Marino – Stated that he agrees that the books are shelved appropriately. Spoke about 1st Amendment rights. Stated that Connie Phillips stated that there is a miniscule number of transgender people in St. Tammany and that the book is offensive to the average adult. Stated that hate and bigotry is offensive.

Keith Peterson – Stated that he does not envy the Board’s position in dealing with conflicting points of view. Asked about the criteria when evaluating the books. Asked if they can put aside their personal opinions and evaluate the books based on educational and literary value.

Jonathan Varnado – Madisonville, LA. Spoke of the Nashville students who were murdered in school earlier in the day and the irony of discussing the harm that library books cause. Stated that it is an extreme religious group spreading their hatred and ideology. Stated that if they cared and channeled their efforts into other issues they could do some good. Appreciates the Board’s support of the community.

Cynthia Weatherly – Covington, LA. Spoke about the 120-day extension and stated that it will take years to go through the complaints. Asked for those who know, love, or are members of the LGBTQ+ community to stand up to be seen. Stated that *I Am Jazz* is an essential resource that promotes empathy, understanding, and acceptance.

Barbara Hargrove – Abita Springs, LA. Stated she is sorry the Board has to waste their time and taxpayer’s money on this issue. Stated she is not offended by the book *I Am Jazz*. Stated she believes she is in the majority and that those who are offended are in the minority. Spoke of the millage renewal next year and hopes that funding is not cut from the library.

David Ziegler – Pearl River, LA. Asked the Board to continue keeping the books restricted. Stated that the majority of the Parish does not want their children to access pornography and sexually explicit material. Shared a dream he had the night before. Stated that as the majority they are not going to stop.

John Parauka – Mandeville, LA. Opposes banning books and putting them in anywhere other than their appropriate circulation location. Stated his father served in WWII, fought against

fascism, and hundreds of thousands of people died fighting for democracy. Referenced the book *Profiles in Courage* by John F. Kennedy and stated that the Board could be another chapter in that book.

Kim Turner – Mandeville, LA. Stated that she is a writer and it is extraordinary to make a small child feel seen, heard, valued, and loved. Stated that these books are integral to that and representation in literature can save lives and can make an LGBTQ person feel welcome, whole, and loved. Stated that this is an opportunity for grace and hope. Stated that they are not going away either.

Roxanne Newman – Mandeville, LA. Spoke in support of keeping *I Am Jazz* on the shelves. Stated that one of her children is gay and one has autism. Stated that the book has a message of love and acceptance. Stated that it is a waste of resources to revisit the same challenged books when the decision was to keep the books on the shelves. Stated that placing books in a request-only section is censorship and violates the 1st Amendment.

Andrea Romero – New Orleans, LA. Stated that she is the President of the Gulf South LGBTQ+ Chamber of Commerce. Stated she has two children and she is transgender. Stated she lived in shame and denial for decades. Stated that *I Am Jazz* is the book she used to teach her daughters about her. Stated she escaped chemical dependency and created a life that is genuine, honest, and sincere.

Erin Kennedy – Stated she is disturbed that some are comparing the books to grooming, which is a term used to describe a specific brand of sexual abuse. Stated that the same group that demands protecting children from books are the same people who supported reading explicit passages aloud at last month's meeting where there was a child present. Stated that the book was shelved in the adult section of the library, not near the children's picture books and chapter books.

Catalina Reyna – Mandeville, LA. Commented on the books *I Am Jazz* and *My Rainbow* being judged twice, since they have already been appealed and decided recently. Spoke of the comment on the Statement of Concern that transgenderism is a rare sexual disorder and felt offended by that assertion. Feels as though the person who stated that is either ignorant, uninformed, or wants to cause harm.

Discussion: B. Taylor stated that this Statement of Concern cites the Louisiana Criminal Law Revised Statute 14:91.11, which is a different reason than the previous challenge. That is why this title is being evaluated again. B. Taylor stated that the book does not violate the R.S. 14:91.11 and should remain where it is currently shelved.

J. Airey expressed his disappointment in the fact that the person who challenged the book did not attend the meeting and considered it cowardly not to do so. Stated that the book does not violate the R.S. 14:91.11. Stated that it is controversial, but not offensive from an adult’s standpoint. Stated that he would support moving the book to a different section, as it is a teaching tool for parents. Reiterated that parents are supposed to monitor what their children read within the library, as this is a public library, not a children’s library. Recommended shelving the book in a parenting section of the library.

A. Shaw agreed that parents can use the book as a teaching resource. Recommended the library create a parenting resource section of the library to house books such as *I Am Jazz* and other subjects.

There were comments from the public. Emily Couvillon stated that the public comment period is over and discussion is between Board members at this time. Stated that anyone who comments from the audience at this time may be asked to leave.

Vote: J. Airey moved to relocate *I Am Jazz* to a potential parenting section in Adult Non-Fiction. It was seconded by A. Shaw. Roll call vote:

Jake Airey – Yes

Ann Shaw – Yes

Becky Taylor – No

Carmen Butler – No

The vote resulted in a tie, therefore the committee’s recommendation is affirmed.

E. Statement of Concern – *Julian Is a Mermaid*

K. LaRocca presented the Statement of Concern for the book *Julian Is a Mermaid* by Jessica Love. The statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project and Citizens Against Child Exploitation. K. LaRocca read the statement aloud. The recommended action by C. Phillips is to “Move to request only section as this book violates the [sic] The Harmful to Minors Statute in particular R.S. 94:91:11 [sic] in particular section 3. The material is offensive to the average adult applying contemporary community standards with respect to what is suitable to minors.”

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of copies STPL owns, circulation statistics, comparable library system statistics, reviews by *Booklist*, *Publisher’s Weekly*, *School Library Journal*, *Kirkus Reviews*, *Horn Book Magazine*,

BookPage, Hornbook Guide to Children, Shelf Awareness, and Common Sense Media. Also noted are awards and lists featuring this title. A total of 875 public libraries across the nation own copies of the book. The title is shelved in the Picture Book collection at STPL.

K. LaRocca reviewed the committee's evaluation of the title which includes demographics of the committee members, the committee's report, and the committee's recommendation. The title has previously been challenged and was reviewed by a committee. The committee decided to keep the book in its current classification.

Since the current complainant cites Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. As stated previously, all four criteria in the R.S. 14:91.11 must be true to violate the statute. The committee did not find any violations of the statute.

Committee Recommendation: Book is appropriate in its current location in the Picture Book collection.

Other options for the Board: Move to Children's Non-fiction, Adult Non-fiction, a parenting section that would have to be created and located in Adult Non-fiction, restrict the book behind the circulation desk, or remove it from the library.

Public Comment:

Connie Phillips, the patron who submitted the Statement of Concern, was offered five minutes for public comment. She was not in attendance and did not appear for public comment.

Casey Kugler – Covington, LA. Stated he does not agree with banning books and these books represent empathy and understanding. Spoke about his 20 years of struggling that could have been helped with access to books like this. Stated that if these books help one child from feeling suicidal, they are worth keeping in the library.

Tamara Murray – Covington, LA. Spoke in favor of keeping *Julian Is a Mermaid* on the shelves and that the book is about love and acceptance. Stated there is no evidence that books make kids or adults gay or transgender; however, these books might save their lives. Stated that Connie Phillips does not represent most people in the Parish.

Lisa Rustemeyer – Covington, LA. Stated that she loved the book *Julian Is a Mermaid* and the artwork. Spoke of children play acting. Stated that books like this are needed and contain no sexual content. Asked that the books being discussed stay where they are currently shelved.

Rebecca Bohm – Stated a quote by author Neil Gaiman: “There are no bad authors or books for children because every child is different.” Stated that she is an average adult and does not find the book offensive. Stated that there is an anti-LGBTQ agenda with the book complaints. Stated that this issue is a waste of everyone’s time and resources.

Michelle Gardner – Madisonville, LA. Stated that the complaints should be dismissed since the complainant Connie Phillips did not attend the meeting and asked the Board to consider that for future meetings. Stated that transgenderism is not a sexual disorder.

John Parauka – Mandeville, LA. Stated he is disappointed in two board members’ votes. Questioned the reasoning or need for a parenting section. Spoke of fascism, nazism, racism, sexism, and ageism. Spoke of the Upstairs Lounge fire in New Orleans in 1973. Many of the bodies were unclaimed because their relatives did not want to acknowledge them.

Roxanne Newman – Mandeville, LA. Stated that it is clear that the objectors have not read the books and noted that the information is copied and pasted from websites. Objects to a separate parenting section.

M.J. Cascio – Abita Springs, LA. Stated that they have been gay since the age of three. They came out in high school, was bullied and called names. Spoke of the school shooting that occurred earlier in the day. There was a comment from a member of the public in attendance asking who the shooter was. M.J. Cascio commented that the shooter was transgender. There was continued discussion between the member of the public and M.J. Cascio that led to disruption. Thanked the Board and stated they appreciate their efforts.

Yvonne Madere – Mandeville, LA. Against over-sexualizing children. Stated that it is for parents to discuss with children and should not be in a library. Stated it is not censorship if the library does not have the books. Suggested a parent resource section.

Discussion: B. Taylor stated that in her opinion, the book does not violate the LA Criminal Law R.S. 14:91.11 and recommends that it should stay shelved in its current collection. J. Airey stated that he does not think the book is obscenity.

Vote: J. Airey moved to affirm the committee’s decision to keep *Julian Is a Mermaid* in the Picture Book collection. It was seconded by A. Shaw. Roll call vote:

- Jake Airey – Yes
- Ann Shaw – Yes
- Becky Taylor – Yes

Carmen Butler – Yes

Motion carried. The committee’s recommendation is affirmed.

F. Statement of Concern – *My Rainbow*

K. LaRocca presented the Statement of Concern for the book *My Rainbow* by Trinity and DeShanna Neal. The statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project and Citizens Against Child Exploitation. K. LaRocca read the statement aloud. The recommended action by C. Phillips is to “Move to request only section as this book violates the [sic] The Harmful to Minors Statute in particular R.S. 94:91:11 [sic] in particular section 3. The material is offensive to the average adult applying contemporary community standards with respect to what is suitable to minors.”

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of copies STPL owns, circulation statistics, comparable library system statistics, reviews by *Kirkus Reviews*, *School Library Journal*, and *Publishers Weekly*. Also noted are awards and lists featuring this title. A total of 385 public libraries across the nation own copies of the book. The title is shelved in the Picture Book collection at STPL.

K. LaRocca reviewed the committee’s evaluation of the title which includes demographics of the committee members, the committee’s report, and the committee’s recommendation. The title has previously been challenged and was reviewed by a committee. The committee decided to keep the book in its current classification. The decision was appealed by the patron and the Board voted to uphold the committee’s decision at the December 13, 2022 board meeting.

Since the current complainant cites Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. As stated previously, all four criteria in the R.S. 14:91.11 must be true to violate the statute. The committee did not find any violations of the statute.

Committee Recommendation: Book is appropriate in its current location in the Picture Book collection.

Other options for the Board: Move to Children’s Non-fiction, Adult Non-fiction, a parenting section that would have to be created and located in Adult Non-fiction, restrict the book behind the circulation desk, or remove it from the library.

Public Comment:

Connie Phillips, the patron who submitted the Statement of Concern, was offered five minutes for public comment. She was not in attendance and did not appear for public comment.

Jeri Creson – Covington, LA. Stated that she has used *My Rainbow* as a resource to teach kindness, acceptance, and compassion to her children’s yoga classes. Asked to keep *My Rainbow* where it is currently shelved.

Tawny Marcotte – Stated they are a trans non-binary person. Supports keeping the book *My Rainbow* where it is currently shelved. Summarized the story of Trinity, a young transgender girl with autism whose family supports her by making a wig for Trinity. Stated there is no obscenity or sexuality in the book.

Guillermo Duarte – Mandeville, LA. Stated he did not see any pornography in *My Rainbow* and is confused as to why others are so passionate about restricting this book. Stated that some people’s motives are not about protecting children and they are imparting their own fear, disgust, and hatred.

Roxanne Newman – Mandeville, LA. Asked for the book to remain shelved in the children’s section. Stated that it is important for children to be exposed to people who are different from them so that they learn acceptance.

Mel Manual – Madisonville, LA. Stated that the idea of a parenting section is upsetting. Stated that putting trans books in a separate section suggests that there is something wrong with being trans. Stated they do not think that is the intention of the Board members and they believe the Board is attempting to placate the Accountability Project.

Andrea Romero – New Orleans, LA. Stated the book is about parental love and acceptance. Stated that restricting the book creates shame and unworthiness in a child who wants to access the book.

Discussion: B. Taylor stated that in her opinion the book does not violate the LA Criminal Law R.S. 14:91.11 and recommends that it remains where it is currently shelved. J. Airey stated that it does not violate the statute. He explained that he understands that if a book is moved to another section of the library that people may think that there is something wrong with it. He added that there are many books that are teaching tools for parents. He asked what is our equivalent to easy books and easy reader formats. K. LaRocca explained that our equivalent is picture books, as our easy reader books are more for learning cite words.

Vote: J. Airey moved to relocate *My Rainbow* to the Juvenile Non-fiction collection. Motion failed due to lack of a second. A. Shaw moved to affirm the committee’s decision to keep *My Rainbow* shelved in the Picture Book collection. It was seconded by C. Butler. Roll call vote:

Jake Airey – No
Ann Shaw – Yes
Becky Taylor – Yes
Carmen Butler – Yes

Motion carried. The committee’s recommendation is affirmed.

G. Statement of Concern – *When Aiden Became a Brother*

K. LaRocca presented the Statement of Concern for the book *When Aiden Became a Brother* by Kyle Lukoff. The statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project and Citizens Against Child Exploitation. K. LaRocca read the statement aloud. The recommended action by C. Phillips is to “Move to request only section as this book violates the [sic] The Harmful to Minors Statute in particular R.S. 94:91:11 [sic] in particular section 3. The material is offensive to the average adult applying contemporary community standards with respect to what is suitable to minors.”

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of copies STPL owns, circulation statistics, comparable library system statistics, reviews by *Kirkus Reviews*, *Publishers Weekly*, *Shelf Awareness*, *School Library Journal*, *Booklist*, *Horn Book Magazine*, and *Hornbook Guide to Children*. Also noted are awards and lists featuring this title. A total of 810 public libraries across the nation own copies of the book. The title is shelved in the Picture Book collection at STPL.

K. LaRocca reviewed the committee’s evaluation of the title which includes demographics of the committee members, the committee’s report, and the committee’s recommendation. The title has previously been challenged and was reviewed by a committee. The committee decided to keep the book in its current classification.

Since the current complainant cites Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. As stated previously, all four criteria in the R.S. 14:91.11 must be true to violate the statute. The committee did not find any violations of the statute.

Committee Recommendation: Book is appropriate in its current location in the Picture Book collection.

Other options for the Board: Move to Children’s Non-fiction, Adult Non-fiction, a parenting section that would have to be created and located in Adult Non-fiction, restrict the book behind the circulation desk, or remove it from the library.

Public Comment:

Connie Phillips, the patron who submitted the Statement of Concern, was offered five minutes for public comment. She was not in attendance and did not appear for public comment.

Roxanne Newman – Asked for the Board to keep *When Aiden Became a Brother* shelved in its current collection.

Evette Randolph – Abita Springs, LA. Stated she has a transgender son and he should feel represented, not marginalized. Stated that a weight was lifted off her son’s shoulders once he told her about his true self. Spoke of her son and his friend once being in fear of living in St. Tammany.

Denyse Lincoln – Slidell, LA. Stated she was initially concerned with some of the explicit content that she saw in some of the challenged books, but then realized that the majority of the books are not explicit and is wondering why they are being questioned. Spoke of freedom of speech and the Constitution.

Discussion: B. Taylor stated that the book does not violate the statute and is in favor of keeping the book shelved in its current collection. J. Airey agreed that it does not violate the statute. A. Shaw stated that she agrees with the decision to keep the book in the Picture Book collection, but it would also be a good book to put in a parenting resource section.

Vote: C. Butler moved to affirm the committee’s decision to keep *When Aiden Became a Brother* shelved in the Picture Books collection. It was seconded by A. Shaw. Roll call vote:

- Jake Airey – No
- Ann Shaw – Yes
- Becky Taylor – Yes
- Carmen Butler – Yes

Motion carried. The committee’s recommendation is affirmed.

H. Statement of Concern – *The Bluest Eye*

K. LaRocca presented two Statements of Concern for the book *The Bluest Eye* by Toni Morrison. The first statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project and Citizens Against Child Exploitation. K. LaRocca read the statement aloud. The recommended action by C. Phillips is to “Restrict access to minors as outlined in statute above. Require parent to check out for minor. The book should be shelved in a section where minors do not have access. A separate place in the library. A room or some section where minors do not have entry without parent and minors cannot check out.”

The second statement was submitted by Fran Smith. The recommended action by F. Smith is to “take it out of the libraries.”

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of copies STPL owns, circulation statistics, comparable library system statistics, reviews by *The New Yorker* and *Common Sense Media*. Also noted are awards and lists featuring this title. A total of 6,034 public libraries across the nation own copies of the book. The title is shelved in the Adult Fiction collection at STPL.

K. LaRocca reviewed the committee’s evaluation of the title which includes demographics of the committee members, the committee’s report, and the committee’s recommendation. The title has previously been challenged and was reviewed by a committee. The committee decided to keep the book in its current classification. Additionally, the committee noted that the author is a Pulitzer Prize, Nobel Prize, and Presidential Medal of Freedom winner. The title is included in many high school reading lists and is taught in many colleges and universities.

Since the current complainant cites Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. K. LaRocca stated that legal counsel has advised the Board that all four criteria in the R.S. 14:91.11 must be true to be a violation of the statute. The committee did not find a violation of the statute.

Committee Recommendation: Book should remain in the collection and is appropriate in its current location in Adult Fiction.

Other options for the Board: Restrict it behind the circulation desk or remove it from the library.

Public Comment:

Connie Phillips, the patron who submitted the Statement of Concern, was offered five minutes for public comment. She was not in attendance and did not appear for public comment.

Fran Smith, the second patron who submitted the Statement of Concern, was offered five minutes for public comment.

Fran Smith – Slidell, LA. Stated that it was rude to call Connie Phillips a coward. Stated that C. Phillips had a personal matter to attend to. Stated she also read reviews from *Common Sense Media* and stated that it is inappropriate for individuals under 18 to read. Stated there are passages in the book describing rape, child abuse, and sex. Stated that she chose to read that book because she can relate to the main character. Stated that the book did not help her whatsoever. She read excerpts from *The Bluest Eye* aloud. Asked for this book to be put away where children cannot access it.

Jeri Creson – Covington, LA. Stated that some books contain graphic depictions of rape and other real-life trauma so that we can understand those who have experienced it. Stated the book is shelved in the Adult section, far from the children's section and that the library has a tiered library card system to help parents choose what they want to allow their children to read.

Robin Schulberg – Covington, LA. Stated she is a member of the Executive Committee of the NAACP of Greater Covington. Asked the Board to keep *The Bluest Eye* in the adult section of the library. Stated the national NAACP condemns the censorship of *The Bluest Eye*.

Lawrence DeQuay – Slidell, LA. Stated that context is everything and picking selective passages does not give an idea of what the book is about. Spoke of verses of the Bible as an example. Read a quote about freedom to read aloud.

Milton Beard – Lacombe, LA. Stated he believes the Bible is the word of God. Believes St. Tammany Parish and the world is put in a place of choosing between good and evil and spiritual warfare is going on. Stated that the Bible is the greatest love book ever written and stated he puts his faith and trust in it.

Cynthia Weatherly – Stated that *The Bluest Eye* is modern day Shakespeare and is on the same level as William Faulkner's *As I Lay Dying*. Commented on Jake Airey disagreeing with the rest of the Board's decisions. Stated that *The Bluest Eye* was recently featured on The Today Show and was included in book clubs by both Oprah Winfrey and Jenna Bush.

Laura Dinapolis – Covington, LA. Stated that there were some difficult parts of *The Bluest Eye*, but there were also laughable parts that she could relate to when she was a young girl. She read aloud a re-write of Toni Morrison's first page of the book as an homage to the author.

Elizabeth Alston – Covington, LA. Stated that Mark Twain said that if you travel, it is impossible to be a bigot. Stated that this book allows her to travel into the world of an African-American family and to understand what it is like. Asked that the book remain where it is shelved.

Lisa Rustemeyer – Covington, LA. Stated she has faith that the readers of the book will recognize it as the work of art that it is. Stated the book is an accurate representation of how young African-American women felt during those times. Asked for it to remain in the adult section.

Amy Cucullu – Stated that it is an adult book and should stay in the adult section. Stated that most children would not choose to read a Toni Morrison book on their own.

Roxanne Newman – Mandeville, LA. Stated she read the book in junior high and no harm was caused. Asked for the book to remain in the adult section.

Jamie Foster – Abita Springs, LA. Stated that the issue is not about protecting children; it is about bigots who see the library as a soft target and want to move us back in time. Stated that the Board has the backbone to protect our society. Stated that libraries are important bastions of information.

Discussion: B. Taylor stated the book is from a different time and provides a good lesson for today. She stated she is in favor of keeping the book shelved in Adult Fiction. J. Airey addressed the comment about his voting decisions opposing the librarians' recommendations on the previous titles. He stated that his votes were acceptable and were based on the options given to him by the librarians. Stated that *The Bluest Eye* has some uncomfortable passages in it, but no one is standing in the middle of the library reading the book out loud as a performance in the library.

Vote: J. Airey moved to affirm the committee's decision for *The Bluest Eye* to remain shelved in the Adult Fiction collection. It was seconded by A. Shaw. Roll call vote:

Jake Airey – Yes

Ann Shaw – Yes

Becky Taylor – Yes

Carmen Butler – Yes

Motion carried. The committee's recommendation is affirmed.

I. Resolution regarding surplus property

Discussion: T. DiMaggio reported that the Maintenance Department has identified several items that are old and in working order, but are no longer needed. A resolution declaring the items surplus is required so the items can be donated to Goodwill or the Habitat for Humanity ReStore. The items are listed on the resolution and include a refrigerator and various tools.

Public Comment: There was no public comment.

Vote: J. Airey moved to adopt the resolution to declare certain movable property surplus and authorize its disposition. It was seconded by A. Shaw. All were in favor, none were opposed, and one was absent. Motion carried.

J. Executive Session for the Annual Evaluation of the Director pursuant to La R.S. 42:17(1). 2/3 majority vote of members present required to go into executive session

A. Shaw moved to go into executive session for the Annual Evaluation of the Director. It was seconded by C. Butler. All were in favor, none were opposed, and one was absent. Motion carried. The Board left the room and went into executive session.

The Board returned to the room. A. Shaw moved to return from executive session. It was seconded by C. Butler. All were in favor, none were opposed, and one was absent. Motion carried.

Public Comment:

Sonnet Ireland – Slidell, LA. Stated that Kelly LaRocca has the patience of Job. Stated that these issues are also happening in other parishes, but not every Director has held up as well as Kelly has. Stated that Kelly has been respectful to others who have accused her of horrendous things and has done her best to protect the library and the 1st Amendment. Stated that Kelly has done a fantastic job of showing grace under pressure, has gone above and beyond, and has done more than the average Library Director should have to do.

Discussion: B. Taylor stated that Kelly has exhibited professionalism and grace beyond measure over the past year. Stated that the library has accomplished a lot during this time period and Kelly has fulfilled many of the Board's goals for the library system. She stated the Board is lucky to have Kelly.

A. Shaw agreed with B. Taylor's comments and stated that the library is fortunate to have had Kelly's leadership through COVID and the recent issues. Stated that Kelly has led with grace, dignity, and professionalism.

J. Airey commented that Kelly has more patience than he does. He stated that he debated whether or not to vote or abstain on this due to being on both the Parish Council and the Library Board, but will be voting with the other board members.

C. Butler stated that she feels the same as everyone has previously expressed. Stated that Kelly is always keeping the Board informed of everything happening. She appreciates the way Kelly has handled everything and encouraged her to keep up the good work.

Vote: A. Shaw moved to increase the Library Director's hourly pay from Step 6.5 \$51.46 per hour to Step 7.5 \$53.00 per hour beginning March 2023. The resulting increase equals an annual salary of \$110,240. It was seconded by C. Butler. J. Airey noted that the total is below other peers' salaries, as well as below department heads' salaries in Parish Government. All were in favor, none were opposed, and one was absent. Motion carried.

3. OLD BUSINESS

A. Strategic Planning Committee

K. LaRocca reported that Carson Block and Susan Kent presented a draft of the mission, vision, and goals that resulted from community engagement in 2022. Feedback given will be incorporated so that the Board can consider the adoption of the Strategic Plan at our April meeting.

B. St. Tammany Library Foundation

K. LaRocca reported that the Foundation Board has new leadership. Chase Villeret is President, Herb Hamilton is first Vice-President, and Mary Lee is second Vice-President. New board members are Scott Scheffy and Rhonda Simmons. The Foundation is gearing up for their 6th annual Distinguished Speaker event on April 26, 2023, at the Beau Chene Country Club. Tickets will go on sale to the public next week. The Foundation received \$12,145 in sponsorship donations and pledges from 32 different businesses and individuals for the event.

C. Friends of the Library Report

B. Taylor reported that Library Administration asked the Friends of the Slidell Library (FSL) to undertake a project to enhance the unpaved area at one end of the new Slidell Branch parking lot. A committee has been formed and is composed of five FSL members, three Slidell area Master Gardeners, two library representatives, and Will Afton, St. Tammany Parish County Agent. The committee met and discussed ideas such as a vegetative buffer between the parking lot and nearby neighborhood, native plants, water tolerant plants inside the bioswale to help mask the drain and piping, a sundial, and the possibility of a short paved walkway with some benches. The enhancements will not interfere with existing trees. Future meetings will focus on finalizing the scope of the project and selecting a landscape architect.

4. Public Comment

Sheryl Godwin – Stated that she was told there is bestiality in the Bible. She found reference to it in Leviticus 18:22-30. She read the verses aloud. It referenced homosexuality as a disdained sin and bestiality as a perverse act. Stated that the United States Constitution was written based on these laws.

Johanna Miner – Read excerpts from *Ishtar's Storybook Hour* aloud. Stated they are not censoring anyone, this is not a civil rights issue, and that it is about protecting the innocence of children. Stated that the first four books that were discussed are too confusing for small children, teens, and adults. Stated that the library has a Marxist agenda and takes orders from Emily Drabinski. Stated that the Board and Library Administration will be fired and removed.

Shawnah Snyder – Read public comment from David Cogle aloud. Stated that the Parish Council refuses to give him the opportunity to speak to them. Spoke of the resolution passed at the previous meeting not being enough to protect children. Stated that the Board should have passed a resolution similar to Lafayette's library board.

Meara McNitt – Stated that many of her peers have transitioned since high school. Wishes she had access to books like this when she was younger, as she would have been nicer to her classmates. Stated transgender people are not a rarity in St. Tammany Parish.

Darby Mulkey – Mandeville, LA. Stated that it is alarming that anyone would be against *The Bluest Eye*. Stated that rape and molestation does happen to people under 18 and it is detrimental not to allow access to those materials. Stated that access to these books helps children who have been through the unimaginable.

Ruth Terry Sipos – Abita Springs, LA. Spoke against having a parent resource shelf. Stated it is a slippery slope and will cause shame, separation, prejudice. Asked the Board to give it more thought. Thanked the Board for all they do.

David Ziegler – Pearl River, LA. Spoke of allowing children to access books that damage them. Spoke of the Attorney General's campaign against the issues being discussed and the laws being introduced to the legislature. Stated this is not going away.

Marlon Peters – Slidell, LA. Stated he has not come across an offensive book, and if he had he would not threaten library staff's jobs, form groups and speak to politicians such as Jeff Landry about it. Stated this is fascism. Stated he does not need help raising his children. Supports keeping the books on the shelves.

5. Adjournment

There being no further business, a motion to adjourn was made by J. Airey and seconded by A. Shaw. The motion carried.

Mary Reneau, Secretary

St. Tammany Parish Library
Board of Control Special Meeting
March 25, 2023
Covington Branch
310 West 21st Ave.
Covington, LA 70433
9:00 A.M.

MINUTES

The meeting was called to order by Rebecca (Becky) Taylor, President. Kelly LaRocca, Director, called the roll.

Present: Jake Airey, Ann Shaw, Becky Taylor
Absent: Carmen Butler, Mary Reneau

Meeting ended due to lack of a quorum.

A presentation was given by Carson Block and Susan Kent to the board members who were present on the final draft of a new mission, vision statement, and goals from the strategic planning process. There were no actions taken by the Board.

As originally scheduled, the Board attempted to meet again after lunch. The meeting was called to order by Becky Taylor, President. Kelly LaRocca, Director, called the roll.

Present: Jake Airey, Ann Shaw, Becky Taylor
Absent: Carmen Butler, Mary Reneau

The meeting ended due to lack of a quorum.

Mary Reneau, Secretary

St. Tammany Parish Library - General Fund
Balance Sheet
March 31, 2023

2

ASSETS

Current Assets

Cash	\$ 13,918,892.85
Cash - Health Claims	(30,770.94)
Due from Paylocity	0.00
Returned Checks	0.00
Ad Valorem Receivable - 2021	0.00
Ad Valorem Receivable - 2022	169,659.96
Ad Valorem Receivable - 2020	2,898,500.01
Due from State of Louisiana	228,508.19
Prepaid Expenses	0.00

Total Current Assets **17,184,790.07**

Other Assets

Deposits	1,981.00
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Total Other Assets **1,981.00**

Total Assets **\$ 17,186,771.07**

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts Payable	\$ 4,216.04
Accrued Expenses	32,786.70
Accrued Salaries	170,964.09
Deferred Inflows - Ad Valorem	40,662.00
Elective Benefits Payable	(1,474.87)
Retirement Payable	239,605.81
Health Claims Payable	148,210.55
Due to Employee	219.82

Total Current Liabilities **635,190.14**

Fund Balance

Fund Balance	16,551,580.93
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Total Fund Balance **16,551,580.93**

Total Liabilities & Fund Balance **\$ 17,186,771.07**

St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Three Months Ending March 31, 2023

Beginning Fund Balance	\$	16,828,567.16
Net Income		(276,986.23)
		<hr/>
Ending Fund Balance	\$	<u>16,551,580.93</u>

4

**St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the Three Months Ending March 31, 2023**

	<u>Current Period</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Yearly Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD Act</u> <u>to YTD</u> <u>Budget</u>
Revenues					
Ad Valorem Taxes	\$ 966,166.67	\$ 2,898,500.01	11,644,000.00	8,745,499.99	24.89
State Revenue Sharing	21,052.33	63,156.99	258,515.00	195,358.01	24.43
Fines/Fees	6,619.90	17,423.54	70,500.00	53,076.46	24.71
Grants and Other	0.00	0.00	1,000.00	1,000.00	0.00
Interest Income	16,760.79	39,098.95	39,000.00	(98.95)	100.25
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	5,245.99	12,127.79	50,000.00	37,872.21	24.26
Summer Reading Shirt Sales	1,647.97	1,647.97	1,350.00	(297.97)	122.07
Total Revenues	1,017,493.65	3,031,955.25	12,064,365.00	9,032,409.75	25.13
Expenditures					
Library Administration	594,115.00	1,370,947.96	5,555,000.00	4,184,052.04	24.68
Employee Benefits	195,085.31	589,821.39	1,962,100.00	1,372,278.61	30.06
Advertising,Dues & Subscriptio	2,836.75	8,779.13	41,500.00	32,720.87	21.15
Signage	222.72	274.28	3,000.00	2,725.72	9.14
Printing, Duplicating & Bindin	206.93	722.66	22,000.00	21,277.34	3.28
Promotional Production	0.00	0.00	10,000.00	10,000.00	0.00
Utilities	40,490.05	96,138.24	323,050.00	226,911.76	29.76
Communications	15,056.60	36,665.54	151,500.00	114,834.46	24.20
Leases	52,526.38	86,947.35	326,500.00	239,552.65	26.63
Maintenance of Property & Equi	66,251.39	185,682.71	572,500.00	386,817.29	32.43
Maintenance Services (Building	58,178.87	90,694.42	264,055.00	173,360.58	34.35
Professional Services	15,894.01	108,761.35	313,925.00	205,163.65	34.65
Insurance and Claims	0.00	59,728.50	222,026.00	162,297.50	26.90
Operating Supplies	11,258.07	42,181.10	166,000.00	123,818.90	25.41
Travel & Continuing Education	1,871.38	19,263.14	86,000.00	66,736.86	22.40
Public Relations/Programming	8,232.07	26,417.35	116,200.00	89,782.65	22.73
Capital Outlay-Non-Book Acq.	30,482.01	167,029.30	448,758.00	281,728.70	37.22
Capital Outlay-library Res. Ac	101,777.48	418,887.06	1,473,500.00	1,054,612.94	28.43
Capital Expenditures - Cameras	0.00	0.00	6,000.00	6,000.00	0.00
Total Expenditures	1,194,485.02	3,308,941.48	12,063,614.00	8,754,672.52	27.43
Excess of Revenues/(Expenditur	\$ (176,991.37)	\$ (276,986.23)	751.00	277,737.23	(36,882.32)

5

St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Three Months Ending March 31, 2023

Beginning Fund Balance	\$	16,828,567.16
Net Income		(276,986.23)
		<hr/>
Ending Fund Balance	\$	<u>16,551,580.93</u>

SUPPLEMENTAL INFORMATION

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2023

	<u>Current Period</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Yearly Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual to</u> <u>YTD</u> <u>Budget</u>
Library Administration					
Library Salaries	\$ 594,115.00	\$ 1,370,947.96	\$ 5,555,000.00	4,184,052.04	24.68
Total	\$ 594,115.00	\$ 1,370,947.96	\$ 5,555,000.00	4,184,052.04	24.68
Employee Benefits					
FICA/ Supplemental Retirement	\$ 13,256.37	\$ 30,358.53	\$ 109,600.00	79,241.47	27.70
Retirement Contributions	56,879.82	135,720.31	516,000.00	380,279.69	26.30
Health Insurance Expense	27,025.29	91,523.97	450,000.00	358,476.03	20.34
Health Trust	91,435.83	305,083.58	855,500.00	550,416.42	35.66
Worker's Compensation Expense	6,488.00	27,135.00	30,000.00	2,865.00	90.45
Employee Miscellaneous	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 195,085.31	\$ 589,821.39	\$ 1,962,100.00	1,372,278.61	30.06
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ 1,411.75	\$ 4,259.13	\$ 7,000.00	2,740.87	60.84
Membership Dues	1,425.00	1,750.00	7,500.00	5,750.00	23.33
Advertising	0.00	2,770.00	27,000.00	24,230.00	10.26
Total	\$ 2,836.75	\$ 8,779.13	\$ 41,500.00	32,720.87	21.15
Signage					
Signage	\$ 222.72	\$ 274.28	\$ 3,000.00	2,725.72	9.14
Total	\$ 222.72	\$ 274.28	\$ 3,000.00	2,725.72	9.14
Printing, Duplicating & Binding					
Printing	\$ 206.93	\$ 722.66	\$ 12,000.00	11,277.34	6.02
Book Binding	0.00	0.00	5,000.00	5,000.00	0.00
Patron Cards	0.00	0.00	5,000.00	5,000.00	0.00
Total	\$ 206.93	\$ 722.66	\$ 22,000.00	21,277.34	3.28
Promotional Production					
Promotional Production	\$ 0.00	\$ 0.00	\$ 10,000.00	10,000.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 10,000.00	10,000.00	0.00

**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2023**

	<u>Current Period</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Yearly Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual to</u> <u>YTD</u> <u>Budget</u>
Utilities					
Electricity	\$ 36,640.48	\$ 85,171.16	\$ 284,000.00	198,828.84	29.99
Gas	293.85	1,383.49	3,050.00	1,666.51	45.36
Water	3,555.72	9,583.59	36,000.00	26,416.41	26.62
Total	\$ 40,490.05	\$ 96,138.24	\$ 323,050.00	226,911.76	29.76
Communications					
Postage	\$ 3,094.00	\$ 3,465.10	\$ 14,000.00	10,534.90	24.75
Voice Line	7,051.28	20,058.30	88,500.00	68,441.70	22.66
Data Lines (Internet)	4,812.50	13,025.00	48,000.00	34,975.00	27.14
Courier/Shipping	98.82	117.14	1,000.00	882.86	11.71
Total	\$ 15,056.60	\$ 36,665.54	\$ 151,500.00	114,834.46	24.20
Leases					
Building Lease Expense	\$ 51,603.39	\$ 85,753.25	\$ 318,000.00	232,246.75	26.97
Equipment Lease Expense	922.99	1,194.10	6,000.00	4,805.90	19.90
Vehicle Lease Expense	0.00	0.00	2,500.00	2,500.00	0.00
Total	\$ 52,526.38	\$ 86,947.35	\$ 326,500.00	239,552.65	26.63
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 17,929.86	\$ 51,762.26	\$ 212,000.00	160,237.74	24.42
Grounds/Lawn Maintenance	6,873.00	23,076.93	85,000.00	61,923.07	27.15
Maintenance Supplies	768.82	1,615.95	9,000.00	7,384.05	17.96
Fuel & Lube	2,786.55	4,922.01	40,000.00	35,077.99	12.31
Vehicle Repairs	3,047.86	3,523.97	6,000.00	2,476.03	58.73
Small Tools	0.00	278.00	3,000.00	2,722.00	9.27
Office Machine & Equip Repair	504.92	504.92	1,000.00	495.08	50.49
Network Utility Software	29,465.38	41,921.06	125,000.00	83,078.94	33.54
Automation System Maintenance	0.00	567.00	29,500.00	28,933.00	1.92
Polaris Maintenance	0.00	52,635.61	54,000.00	1,364.39	97.47
PC Network Maintenance & Repai	4,875.00	4,875.00	8,000.00	3,125.00	60.94
Total	\$ 66,251.39	\$ 185,682.71	\$ 572,500.00	386,817.29	32.43
Maintenance of Services (Buildings)					
Physical Plant	\$ 32,976.74	\$ 53,878.66	\$ 150,000.00	96,121.34	35.92
Plumbing, Heating and AC	22,646.81	29,171.27	66,500.00	37,328.73	43.87
Electrical	661.36	2,548.00	8,000.00	5,452.00	31.85
Sanitation	1,343.96	2,251.49	11,000.00	8,748.51	20.47
Pest Control	550.00	2,120.00	7,000.00	4,880.00	30.29

9

**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2023**

	<u>Current Period</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Yearly Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual to</u> <u>YTD</u> <u>Budget</u>
Termite Contract	0.00	0.00	4,555.00	4,555.00	0.00
Carpet Cleaning	0.00	725.00	17,000.00	16,275.00	4.26
Total	\$ 58,178.87	\$ 90,694.42	\$ 264,055.00	173,360.58	34.35
Professional Services					
Payroll Service Fees	\$ 2,734.42	\$ 9,428.96	\$ 34,100.00	24,671.04	27.65
Legal	0.00	0.00	15,000.00	15,000.00	0.00
Financial	1,320.00	2,155.35	40,000.00	37,844.65	5.39
Consultants	16,279.99	24,706.28	90,000.00	65,293.72	27.45
Security	859.60	2,497.62	10,000.00	7,502.38	24.98
Web Design Consultant	(5,300.00)	69,973.14	79,825.00	9,851.86	87.66
Movers	0.00	0.00	45,000.00	45,000.00	0.00
Total	\$ 15,894.01	\$ 108,761.35	\$ 313,925.00	205,163.65	34.65
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 0.00	\$ 135,500.00	135,500.00	0.00
Flood Insurance	0.00	17,667.00	23,500.00	5,833.00	75.18
Vehicle Insurance	0.00	22,616.00	42,950.00	20,334.00	52.66
LBOC Liability	0.00	4,000.00	4,076.00	76.00	98.14
General Liability	0.00	15,445.50	16,000.00	554.50	96.53
Total	\$ 0.00	\$ 59,728.50	\$ 222,026.00	162,297.50	26.90
Operating Supplies					
Office Supplies	\$ 3,402.18	\$ 8,814.22	\$ 33,000.00	24,185.78	26.71
Bank Service Charges	1,178.93	3,956.80	16,000.00	12,043.20	24.73
Book Preparation Supplies	3,202.89	11,637.50	44,000.00	32,362.50	26.45
Computer/Printer Supplies	2,490.69	15,915.46	65,000.00	49,084.54	24.49
Programming Supplies	983.38	1,857.12	8,000.00	6,142.88	23.21
Total	\$ 11,258.07	\$ 42,181.10	\$ 166,000.00	123,818.90	25.41
Travel and Continuing Education					
Staff Travel - Local	\$ 1,215.82	\$ 2,161.29	\$ 22,000.00	19,838.71	9.82
Library In-service Training	0.00	5,000.00	9,000.00	4,000.00	55.56
Conventions & Seminars	655.56	12,101.85	55,000.00	42,898.15	22.00
Total	\$ 1,871.38	\$ 19,263.14	\$ 86,000.00	66,736.86	22.40
Public Relations/Programming					

10

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2023

	<u>Current Period</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Yearly Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual to</u> <u>YTD</u> <u>Budget</u>
Summer Reading Program	\$ 951.81	\$ 1,231.81	\$ 45,000.00	43,768.19	2.74
Summer Reading T-shirts	1,256.84	1,256.84	6,400.00	5,143.16	19.64
Adult Programming	4,451.19	10,971.32	36,000.00	25,028.68	30.48
Young Adult Programming	436.59	916.17	15,000.00	14,083.83	6.11
Juvenile Programming	272.59	11,167.31	12,000.00	832.69	93.06
LEH Grant	863.05	873.90	1,800.00	926.10	48.55
Total	\$ 8,232.07	\$ 26,417.35	\$ 116,200.00	89,782.65	22.73
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 2,070.00	\$ 10,260.00	\$ 33,000.00	22,740.00	31.09
Imp Phys Plant	0.00	18,300.00	132,000.00	113,700.00	13.86
Vehicles	0.00	0.00	68,758.00	68,758.00	0.00
Office Equip, Furn & Shelving	1,845.69	11,709.45	48,000.00	36,290.55	24.39
PC Network	26,566.32	126,759.85	146,000.00	19,240.15	86.82
Integrated Lib Automation Sys	0.00	0.00	1,000.00	1,000.00	0.00
Audio/Visual Equipment	0.00	0.00	20,000.00	20,000.00	0.00
Total	\$ 30,482.01	\$ 167,029.30	\$ 448,758.00	281,728.70	37.22
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 14,133.83	\$ 45,356.65	\$ 205,000.00	159,643.35	22.13
Lease/Purchase Books	0.00	18,203.89	18,400.00	196.11	98.93
Juvenile Books	14,570.32	21,844.67	105,000.00	83,155.33	20.80
Young Adults	330.72	2,716.84	15,000.00	12,283.16	18.11
Music Recordings	649.53	800.89	4,000.00	3,199.11	20.02
Adult Reference	6,873.91	20,372.62	111,000.00	90,627.38	18.35
Juvenile Reference	0.00	2,366.30	45,000.00	42,633.70	5.26
Periodicals	3,722.66	13,722.66	52,000.00	38,277.34	26.39
Audio Recordings	2,523.82	3,635.50	12,600.00	8,964.50	28.85
Video Recordings	5,465.31	11,824.74	69,000.00	57,175.26	17.14
Genealogy	819.84	955.53	5,000.00	4,044.47	19.11
Microfilm	0.00	5,867.00	10,000.00	4,133.00	58.67
Downloadable Media	41,664.14	101,866.81	415,000.00	313,133.19	24.55
CD/Software	5,834.40	26,625.43	85,500.00	58,874.57	31.14
Internet Database Subscription	5,189.00	142,727.53	321,000.00	178,272.47	44.46
Total	\$ 101,777.48	\$ 418,887.06	\$ 1,473,500.00	1,054,612.94	28.43
Capital Expenditures					
Capital Expenditures - Cameras	\$ 0.00	\$ 0.00	\$ 6,000.00	6,000.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 6,000.00	6,000.00	0.00

Director's Report

April 24, 2023

FACILITIES

On Thursday, March 30th, the Parish Procurement Department opened the quotes for the South Slidell roof replacement capital project. We are waiting to hear which roofing company received the contract.

The Maintenance Department moved out of the Annex building on Highway 36 as of March 31st. They are working out of their small satellite office at the Slidell Branch and out of their trucks. Most of their tools, equipment, and supplies are in storage.

Work began at the new Annex building on Commercial Way on April 3rd. Because of the noise level, the demolition of the tile flooring and the grinding of the concrete floor was done after 5:00 pm so as not to disturb the neighboring office. Work is progressing as expected with only a couple of small change orders.

IT

As part of its continuing efforts to ensure data security and to improve information risk management, St. Tammany Parish Library (STPL) leveraged Lockstep Technology Group's (LTG) expertise to perform an internal penetration test. Overall, STPL has a moderately-strong internal security posture for the targets in the scope of the engagement. LTG reported that "the IT team should be commended for its work to maintain a secure environment." LTG offered a few recommendations that the IT department will be implementing.

MARKETING AND OUTREACH

Tanya DiMaggio, Assistant Director of Support Services, and Jennifer Rifino, Teen Services Coordinator, toured the Northshore Food Bank on April 3rd.

Tanya DiMaggio, Assistant Director of Support Services, and Jennifer Rifino, Teen Services Coordinator, gave out information about the library along with coloring sheets and packs of crayons to children at the Kiwanis of Greater Covington's Youth Wellness Fair on April 8th.

Jackie Riecke, PR and Community Coordinator, Kellie Nelson, Covington Reference Librarian, and Emily Stephan, Madisonville Reference Librarian, spoke on the Highway and the Lake radio stations on April 14th.

The Library was showcased as April's host for the St Tammany Commission on Families Meeting on April 11th, Jackie Riecke, Jennifer Rifino, and Jenny Mayer, Children's Services Coordinator were in attendance.

Jennifer Rifino, Charlene Barrett, Erika Dawson and Jessica Aucoin presented outreach at the Junior League's Girls Health Day at Lakeview Hospital on April 1st.

Erika Dawson, Children's Librarian, Causeway Branch, performed Storytime at Fontainebleau Children's Academy on April 10th with 50 children in attendance and 7 adults.

Sarah Aucoin, Barret Reich, and Kellie Nelson, Reference Librarians, held the Northshore Leadership Senior to Senior Tech Help at the Slidell COAST Center on April 17th. Barret Reich and Ellen John, Reference Coordinator, held the Tech Talk orientation for Seniors at Northshore High School on April 4th.

Susan Badon, Children's Librarian, Madisonville, performed Storytime at Kidz Klubhouse Madisonville March 31st.

Jessica Aucoin, Children's Librarian, Mandeville Branch, performed Storytime at the Kinder Haus Montessori Mandeville on April 17th, and the Kidz Klubhouse Mandeville on March 27th and April 19th.

PROGRAMMING HIGHLIGHTS

Food for Fines started today in celebration of National Library Week and will last until May 6th at all branches. One dollar will be waived from fees for every nonperishable food item donated at the library. At the end of the program, the food will be donated to the Northshore Food Bank, the Samaritan Center, and First Baptist Church of Slidell.

Byron Holdiman, Genealogy Librarian, Covington Branch, held an event on the French Influence in Covington at the Causeway Branch, 55 patrons attended.

Kellie Nelson, Reference Librarian, Covington branch, held Abita Tech Time event on April 4th at the Abita Branch.

Byron Holdiman, Genealogy Librarian, Covington branch hosted Genealogy Time at the Abita, Madisonville, and Causeway Branch in April.

PROFESSIONAL INVOLVEMENT

Tanya DiMaggio, Assistant Director of Support Services, Jenny Mayer, Children's Services Coordinator, Jennifer Rifino, Teen Services Coordinator, five children's librarians, and two branch managers, attended the Fay Kaigler Children's Book Festival at the University of Southern Mississippi on April 12th-14th.

Tanya DiMaggio, Assistant Director of Support Services, attended the Association for Library Service to Children's Research Committee on April 20th.

Branch managers, department coordinators, and Children's, Teen, Adult, and Reference librarians attended the Summer Reading Challenge workshop on April 18th at the Madisonville Library.

Byron Holdiman, Genealogy Librarian, Covington branch, attended the ConnectOurKids Training in Amite on March 29th and attended the virtual Illinois State Genealogical Society Planning Meeting on April 13th.

Ellen John, Reference Coordinator attended the Southeastern Library Association (Resources and Technical Services Librarian Section

WEBINAR ATTENDANCE

Five library staff members attended the online webinar by Ryan Dowd "A Librarian's Guide to Homelessness" on March 31st.

Emily Stephan, Reference Librarian, Madisonville branch, attended the Pennies in the Cup, a webinar on how to serve homeless patrons on March 30th.

Kellie Nelson, Reference Librarian, Covington branch, attended a YALSA Webinar on Staff Safety on April 11th and a Candid Training Webinar on March 28th.

Sarah Aucoin, Reference Librarian, Slidell Branch, attended a Candid Training Webinar on March 28th and a leadership best practices training webinar on April 20th.

FINANCE

The auditor visited us the week of March 27th. The audit is complete, with no findings. This is the first year that entities in St. Tammany Parish are part of the state-wide agreed-upon procedures. Previously, we were tested in two or three categories at a time. Now with the state-wide procedures, we are tested on all categories at the same time.

PERSONNEL

Our new File Clerk started on April 17th, her name is Emilee Pendl.

PUBLIC RECORDS REQUESTS

We have received 19 public records requests since the beginning of November 2022. Eight are currently outstanding. The outstanding requests consist of extensive email searches that are in line for reduction and combinations of electronic and paper documents that will need to be sorted and organized to ensure the completeness of the records. The Library interviewed candidates for a full-time position to help with public records requests. We previously had no one person responsible for public records requests and we need this help moving forward.

Emilee Pendl accepted the position and started on April 17.

STATEMENTS OF CONCERN

To date, the library has received 203 statements of concern on 163 titles since August 2022. The most recent statement of concern was submitted on March 17, 2023. The library board will be deciding on four titles at a special meeting on May 1, 2023, at 6:30 PM. The meeting will be held in Parish Council chambers. Library staff continue to read titles, hold meetings and make recommendations. The remaining statements of concern are still "pending review."

CONTRACTS

- **Uniti** for our phone services.
Previously we had separate contracts for each branch with Uniti for our phone lines. We now have one master contract for all phone lines so that they now run concurrently. Our contract is for a monthly charge of \$3,363.00 for all phone lines. We also pay a monthly flat rate of \$.035 per minute on calls.
- **BiblioCommons** for **BiblioSuggest** for \$5,336.08.
BiblioSuggest is a suggestion module for our website that will help us manage patron's suggestions more efficiently.
- **SHI** for a new cyber security service for \$2,839.79. On state contract.
- **SHI** for Solar Winds renewal for 8,465.08. Solar Winds is software that runs our ticketing system for maintenance, IT, and supply requests for branches. On state contract.
- **Transformyx** for cloud security system renewal for \$6,820.00. On state contract.
- **New York Times Online** renewal for \$3946.80
- **New England Historic Genealogical Society Membership** Renewal for \$270

March 2023 Service Statistics

Branch	Adult Books	CD	DVD	ILL	Juv Bks	Mag	Pbks	YA	Virtual	Total Circulation	Computer Usage	Door Count	Wireless Inside	Wireless Outside
Admin/Annex	282	76	364	41	182	0	0	20		965				
Abita	613	60	346	48	524	7	0	23		1,621	196	2,031	90	233
Bush	219	30	326	8	129	9	0	11		732	87	932	44	118
Causeway	2306	163	890	70	2016	29	0	180		5,654	645	6,095	1,312	1,628
Covington	3431	256	1487	50	3760	105	79	172		9,340	1,406	6,878	2,780	1,316
Folsom	435	41	318	5	516	96	0	17		1,428	317	1,664	151	198
Lacombe	243	34	268	7	220	6	0	30		808	281	2,772	100	153
Lee Road	391	32	171	1	361	5	0	7		968	110	913	66	216
Madisonville	1271	203	424	18	1591	11	0	101		3,619	442	4,599	1,070	587
Mandeville	2531	270	876	44	3967	30	3	214		7,935	1,141	6,766	859	608
Pearl River	433	9	123	26	279	2	15	9		896	207	1,673	99	191
Slidell	3725	417	1577	48	3541	244	299	329		10,180	2,275	11,698	1,426	963
South Slidell	707	78	523	16	927	1	0	74		2,326	1,463	5,614	634	980
Virtual ¹									31,346	31,346				
Total	16,587	1,669	7,693	382	18,013	545	396	1,187	31,346	77,818	8,570	51,635	8,631	7,191

1 - Virtual stats include Overdrive, Tumblebooks, 3M Cloud Library, Rbdigital, Hoopla

CD=CompactDisc; DVD=DigitalVersatileDisc; ILL=InterLibraryLoan; Mag=Magazines
Pbks=Paperbacks; YA=Young Adult

Patrons Registered: 604

YTD Jan - Mar. 2023
Service Statistics

Branch	Adult Books	CD	DVD	ILL	Juv Bks	Mag	Pbks	YA	Virtual	Total Circulation	Computer Usage	Door Count	Wireless Inside	Wireless Outside
Admin/Annex	799	172	517	99	560	7	0	77		2,231				
Abita	1,743	183	833	97	1,545	12		68		4,481	499	5,523	275	736
Bush	565	52	1,065	20	371	32		36		2,141	271	2,416	135	374
Causeway	6,664	451	2,478	167	5,755	63		559		16,137	1,636	16,069	3,913	4,818
Covington	10,217	857	4,471	115	10,577	332	219	484		27,272	3,669	18,556	8,303	3,892
Folsom	1,413	101	1,006	32	1,262	265		50		4,129	810	4,083	465	625
Lacombe	776	86	752	19	677	11		55		2,376	728	7,243	325	489
Lee Road	1,052	123	530	5	1,140	25	5	46		2,926	255	2,290	201	635
Madisonville	3,605	540	1,118	57	4,707	15		358		10,400	1,162	13,892	3,209	1,781
Mandeville	7,683	814	2,487	101	10,306	162	6	609		22,168	3,212	18,969	2,571	1,769
Pearl River	1,271	32	377	63	769	15	50	67		2,644	809	4,896	291	554
Slidell	10,973	1,001	3,966	137	9,577	767	774	936		28,131	6,013	31,864	4,370	2,901
South Slidell	1,932	204	1,530	50	2,383	22	17	171		6,309	3,884	14,501	2,096	3,218
Virtual ¹									91,088	91,088				
Total	48,693	4,616	21,130	962	49,629	1,728	1,071	3,516	91,088	222,433	22,948	140,302	26,154	21,792

1 - Virtual stats include Overdrive, Tumblebooks, 3M Cloud Library, Rbdigital, Hoopla

CD=CompactDisc; DVD=DigitalVersatileDisc; ILL=InterLibraryLoan; Mag=Magazines
Pbks=Paperbacks; YA=Young Adult

Patrons Registered: 1,914

Library Board of Control Rules and Regulations

Chapter 4, Section 407 Statements of Concern About Library Resources Revision

The purpose of this revision is to introduce a time limit on any new Statements of Concern for a specific title, program, or display topic after the Board makes a decision concerning that title, program, or display.

This revision also adds items to the list of what a Book Resume might include.

Section 407. Statements of Concern about Library Resources

Effective Date: 12/13/2022

Revision Date: 12/13/2022

A. General

The choice of library materials by users is an individual matter. Responsibility for the use of library materials by children rests with their parents or legal guardians. While a person may reject material for themselves and for their children, an individual may not exercise censorship to restrict the freedom of others to read, see, or hear. No one, least of all the public library, has the right to judge what another may read, view, or hear.

B. Process

1. Any person residing in St. Tammany Parish and wishing to express concerns about library materials, programs, or displays shall complete a "Statement of Concern About Library Resources" form. The Statement of Concern form shall be available at the library circulation desk, the library's website, by email request, and at all Library Board of Control meetings. All completed Statement of Concern Forms will be forwarded to the Library Director and to each member of the Library Board of Control. Upon receipt of the Statement of Concern Form the Director will confirm receipt in writing to the complainant(s).

2. The Director will select two or more staff members to serve on an internal committee to review each Statement of Concern and the subject of the concern. Committee members will be chosen by the Director based on the type of material under review and taking into consideration the staff member's education and experience. A recommendation regarding which action to be taken, if any, will be made by the committee within 45 days of the Director receiving the Statement of Concern Form, unless a longer period is authorized by the Library Board of Control, in which case the complainant(s) shall receive notice.

3. The committee members shall:

- a. Review the material in its entirety
- b. Create and consider a resume of the material which can include:
 - A brief synopsis
 - Reviews in standard evaluation guides
 - Topical information concerning the material
 - Circulation information
 - Information about holdings in other public libraries
 - Awards received
 - Biographical information about the author/producer
 - Library of Congress Subject Headings
- c. Consider the suitability for age level of current placement
- d. Consider present and potential relevance to community needs
- e. Conduct a discussion to reach a recommendation
- f. Submit a written report to the Director with recommendations based on the result of the committee's efforts.

4. The complainant(s) shall be notified of the date of the Library Board of Control meeting at which the committee's report and recommendation will be on the agenda. A copy of the correspondence to the complainant(s) shall be forwarded to each member of the Library Board of Control.

5. The Director will present the committee's recommendation to the Library Board of Control at a properly noticed Board meeting report.

6. The complainant(s) will have five minutes to address their concern to the Library Board of Control prior to any action taken by the Board. In lieu of addressing the Board in person at the meeting, the complainant(s) may submit a written statement to the Board. A period of public comment will precede any action taken by the Board.

7. The Library Board of Control shall vote to affirm, modify, reject, or take under advisement the committee's recommendation. Matters taken under advisement shall be renoticed for a future meeting. Upon modification or rejection of the recommendation of the committee, the Board shall make a decision on what action will be taken in response to the Statement of Concern. The decision of the Board shall be rendered by a majority vote. In the event there is a tie, the recommendation is affirmed.

8. The complainant(s) will be notified in writing of the decision of the Library Board of Control.

Section 407. Statements of Concern about Library Resources

Effective Date: 12/13/2022

Revision Date: 12/13/2022

A. General

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 - Library of Congress Subject Headings
 - Publisher, vendor, and/or reviewer audience recommendations
 - Indication that purchase was made per patron request, if that information is available

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- c. Consider the suitability for age level of current placement
- d. Consider present and potential relevance to community needs
- e. Conduct a discussion to reach a recommendation
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8. The complainant(s) will be notified in writing of the decision of the Library Board of Control.

9. The decision on a Statement of Concern about specific materials, programs, or displays will remain in effect for five years. Within this five year period complainants submitting a new Statement of Concern on a decided title, program, or display shall receive a copy of the Board's current decision.

Section 407. Statements of Concern about Library Resources

Effective Date: 12/13/2022

Revision Date: 12/13/2022

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 - Awards received
 - Biographical information about the author/producer
 - Library of Congress Subject Headings
 - Publisher, vendor, and/or reviewer audience recommendations
 - Indication that purchase was made per patron request, if that information is available

- c. Consider the suitability for age level of current placement
- d. Consider present and potential relevance to community needs
- e. Conduct a discussion to reach a recommendation
- f. Submit a written report to the Director with recommendations based on the result of the committee's efforts.

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8. The complainant(s) will be notified in writing of the decision of the Library Board of Control.

9. The decision on a Statement of Concern about specific materials, programs, or displays will remain in effect for five years. Within this five-year period complainants submitting a new Statement of Concern on a decided title, program, or display shall receive a copy of the Board's current decision.

Library Board of Control Rules and Regulations
Chapter 2, Section 205 Materials Display

The purpose of this revision is to clarify who is responsible for creating displays in the branch, the purpose of displays created by Library staff, and guidelines for staff to use when creating displays.

Section 205. Materials Display

Effective Date: TK

Revision Date: TK

A. Displays

2. Staff

- a. A library display is any display created by an employee promoting the library and its services;
- b. staff shall create displays of library materials to encourage the use of information resources and promote a positive view of the library in the community.
- c. such displays shall reflect all viewpoints on a given subject where appropriate.

Section 205. Materials Display

Effective Date: TK

Revision Date: TK

A. Displays

2. Displays by Staff

- ~~a. A library display is any display created by an employee promoting the library and its services;~~
- a. Staff curate Library displays to further the mission and goals of Library programming and services. Library displays are curated by staff at each branch location under the direction of the Branch Manager, a Department Manager, or occasionally, Administration. All staff displays shall be approved by the Branch Manager.
- ~~b. staff shall create displays of library materials to encourage the use of information resources and promote a positive view of the library in the community.~~
- b. Library displays are intended to:
 - Call attention to a theme related to STPL services, collections, or programs
 - Highlight current issues, events, or other subjects of public interest
 - Prominently display materials or highlight Library resources and services
- c. Library displays may consist of infographics, book/resource lists, images, decorations, Library materials and resources, Library technologies and services, interactive elements, and third-party information resources. The Library curates and maintains displays of information and resources at its branch outlets and online in Library discovery and engagement platforms.
- ~~e) such displays shall reflect all viewpoints on a given subject where appropriate.~~
- d. . As the Library is an apolitical entity, staff will strive to include a wide spectrum of opinions and viewpoints in Library-initiated displays and exhibits, as well as offer displays and exhibits that appeal to a range of ages, interests, and information needs. Library-initiated displays and exhibits should not exclude topics, books, media, and other resources solely because they may be considered to be controversial. Inclusion of a display or exhibit topic by the Library does not constitute an endorsement by the St. Tammany Parish Library administration, by STPL staff, or by the STPL Library Board of Control of the content of the display or exhibit, or of the views expressed in materials on display.

Displays focusing on issues of public interest shall reflect all viewpoints on a given subject where appropriate.

Displays in the Children's and Teen's areas of the Library shall be age appropriate for the patrons likely to encounter such displays in those areas.

- e. Displays on established commemorative months that refer to groups of people shall be made up of biographies, histories, or materials that recognize the impact that individuals in the group have had on history locally, nationally, and internationally. These displays may include factual information in the form of text or infographics. These displays may include age appropriate booklists that include all genres and formats.

Section 205. Materials Display

Effective Date: TK

Revision Date: TK

A. Displays

2. Displays by Staff

a) Staff curate Library displays to further the mission and goals of Library programming and services. Library displays are curated by staff at each branch location under the direction of the Branch Manager, a Department Manager, or occasionally, Administration. All staff displays shall be approved by the Branch Manager.

b) Library displays are intended to:

- Call attention to a theme related to STPL services, collections, or programs
- Highlight current issues, events, or other subjects of public interest
- Prominently display materials or highlight Library resources and services

c) Library displays may consist of infographics, book/resource lists, images, decorations, Library materials and resources, Library technologies and services, interactive elements, and third-party information resources. The Library curates and maintains displays of information and resources at its branch outlets and online in Library discovery and engagement platforms.

d) As the Library is an apolitical entity, staff will strive to include a wide spectrum of opinions and viewpoints in Library-initiated displays and exhibits, as well as offer displays and exhibits that appeal to a range of ages, interests, and information needs. Library-initiated displays and exhibits should not exclude topics, books, media, and other resources solely because they may be considered to be controversial. Inclusion of a display or exhibit topic by the Library does not constitute an endorsement by the St. Tammany Parish Library administration, by STPL staff, or by the STPL Library Board of Control of the content of the display or exhibit, or of the views expressed in materials on display.

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Consideration of Adoption of the Strategic Plan

In the following pages you will find the final draft of St. Tammany Parish Library's first strategic plan, including a new mission, vision, and goals. Countless hours went into reaching out and engaging the community, interviewing key stakeholders, surveying the broad Parish community for their needs and hopes for the future, gathering ideas and input from the Library Board of Control and our staff, and planning and facilitating community focus groups.

When we began this process, we aimed to draft the plan in six to nine months. Between COVID-19, Hurricane Ida, and the rise of concerns surrounding library resources, this process stretched over two years. The result is a plan that recognizes the need for flexibility with a focus on what library services and aspirations for the future are most important for the residents of St. Tammany Parish.

The goals, mission, and vision came from our stakeholder engagement and were adjusted based on the most recent feedback from the Board and Strategic Planning Committee. Keep in mind that these goals are purposefully broad. We are working in and adapting to tumultuous times. Think of this plan as a GPS rather than a road map.

This evening you will consider the adoption of this Strategic Plan. In the event of adoption, the mission, vision, and goals will be incorporated into an easy-to-read document for use by both the public and library staff.

Once the plan is adopted, library staff will work on yearly action plans that will help us achieve the goals and allow us to adapt to the environment as necessary. We will use all the information we gathered during the process to create these action plans.

St. Tammany Parish Library Strategic Plan

The strategic planning process for the St. Tammany Parish Library concentrated on the following questions that were discussed and amplified during the robust community engagement process undertaken by the Library.

These questions include:

- How to become an even more integral part of the Parish and increase accessibility to a growing and diverse population?
- How to ensure that library facilities can best meet the needs of the growing community, particularly in the more rural areas of the Parish?
- How to extend outreach and build partnerships beyond the confines of library building?
- How to best serve the variety of demographic groups in the Parish, e.g., children, teens, seniors, with a full range of services, programs, technology and collections?
- How to strengthen public funding and expand private financial support?
- How to increase public awareness of library services and programs through active and continuing community engagement, marketing and communications?
- How to strengthen the staff's expertise in meeting the needs of library users through training and staff development?

As a result of the community's interest. Ideas and expressed hopes for the future of the STPL, the following goals were developed for the years 2023-2028:

GOALS

1. The St. Tammany Parish Library will be recognized as a major civic institution that will be responsive to the needs of all residents in a changing, evolving and increasingly diverse community.
2. The St. Tammany Parish Library will proactively reduce barriers to participation and involvement by increasing accessibility to all community members in its physical facilities and its digital presence.
3. The St. Tammany Parish Library will be a thriving, energetic community commons by complementing traditional library services with innovative new services, technology and digital resources.
4. The St. Tammany Parish Library will serve as a platform for creativity, innovation and community interaction.
5. The St. Tammany Parish Library will be more creative with resourcing and funding by maximizing mutually beneficial partnership opportunities with the public and private sectors.
6. The St. Tammany Parish Library will expand its marketing and communications program to reach the many constituencies in the community to create awareness and increase use.
7. The St. Tammany Parish Library will ensure that its staff has the resources and professional development opportunities needed to underpin the Library's goals for the future and maintain its reputation for excellence in customer services.

STPL Goals

St. Tammany Parish Library Strategic Plan

VISION - TO EMPOWER, ENHANCE AND ENRICH THE QUALITY OF LIFE FOR EVERY RESIDENT OF ST. TAMMANY PARISH THROUGH SERVICES, PROGRAMS, FACILITIES, TECHNOLOGY AND PHYSICAL AND DIGITAL COLLECTIONS

MISSION – CULTIVATING DISCOVERY, CREATIVITY AND LIFELONG LEARNING BY OFFERING ACCESS TO RESOURCES, PROGRAMS AND SERVICES FOR EVERYONE IN A WELCOMING ENVIRONMENT.

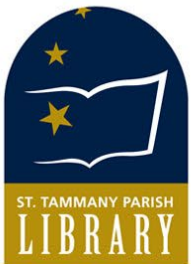
Resolution to Request Maintaining the Current Millage Rate

The Parish Council sets our millage rate each year. We need to notify the Parish Government Finance Office by May 5th of our request for the millage rate for 2023.

The St. Tammany Parish Library ad valorem levy is 5.78 mils with a legal maximum of 6.07 mils. This levy was authorized by voters from 2010 through 2024.

What follows is a resolution to maintain the current millage rate for 2023 for your consideration.

We have not taken the legal maximum over the last four years. Because we have not rolled up to the maximum allowable millage and because 2024 is a reassessment year, when the reassessment happens in 2024, our millage and our maximum millage rates will be adjusted downwards. A new lower legal maximum will be set for the Library's levy so that we will not unduly benefit from the rise in assessments.



**St. Tammany Parish Library Board of Control
Resolution to Request Maintaining the Current Millage Rate**

April 24rd 2023

BE IT RESOLVED that the St. Tammany Parish Library Board of Control requests that the St. Tammany Parish Council maintain the Library's current millage rate for 2023.

WHEREAS, the St. Tammany Parish Library ad valorem levy is 5.78 mils with a legal maximum of 6.07 mils. This levy was authorized by voters for 2010 through 2024; and

WHEREAS, the Board recognizes that 2024 is a reassessment year, and millage rates for 2024 will be adjusted based on reassessment and a new legal maximum will be set for the Library's levy so as to not unduly benefit from the rise in assessments;

NOW THEREFORE BE IT RESOLVED, The Library Board of Control requests that the St. Tammany Parish Council maintain the Library's current millage rate of 5.78 mils for 2023.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON WAS AS FOLLOWS:

Moved for adoption by _____ and seconded by _____,

YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY, THE 24th DAY OF April 2023, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Rebecca Taylor, Board President

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LEE RD (985) 893-6284

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Strategic Planning Committee Update

Carson Block and Susan Kent presented a draft of the mission, vision, and goals that resulted from community engagement in 2022. Feedback given was incorporated so that the Board could consider the adoption of the Strategic Plan at our meeting tonight.

If we are able to adopt the strategic plan tonight, staff will be working on training for action planning as soon as Wednesday, April 26th, 2023.

Rules and Regulations Committee Update

The Rules and Regulations Committee met on April 3rd, 6th, and 19th. Policies reviewed for updates included Section 407 Challenged Materials, Section 205 Materials Display, and Section 111 of the Board's by-laws, which includes Quorum, Rules of Order, and enactments. For Section 111, we are working on codifying how we handle public comments at meetings.

Our next meeting will be on May 16th at 11:00 am at the Covington Branch, where we will continue to discuss Section 111 of the Board's by-laws and review our financial policies.