

St. Tammany Parish Library  
Board of Control Special Meeting  
July 13, 2023  
St. Tammany Parish Council Chambers  
21490 Koop Dr.,  
Mandeville, LA 70471  
10:00 A.M.

\*A special meeting will only occur if four (4) or more board members are in attendance. Otherwise the Special Meeting will be canceled and the meeting will be a Rules and Regulations Committee meeting.

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. Please note, all comments must pertain to the agenda item announced, there is no general public comment at the end of the meeting. Any person wishing to comment on a topic not listed on the agenda may do so by e-mailing [lboc@stpl.us](mailto:lboc@stpl.us) by 8:00am on Thursday, July 13th.

## AGENDA

Call to order by President and Roll Call by Director

1. New Business
  - A. Challenged Materials Process
    - Discussion
    - Public Comment
2. Adjournment

ST TAMMANY PARISH LIBRARY BOARD OF CONTROL (LBOC)  
RULES AND REGULATIONS SECTION 407  
STATEMENTS OF CONCERN ABOUT LIBRARY RESOURCES (SOC)

SUGGESTIONS FOR POLICY CHANGES

Suggestions taken from Library Board of Control members, the general public, and staff

Revised for comments from June 27 meeting.

**A. General**

The choice of library materials by users is an individual matter. Responsibility for the use of library materials by minor children rests with their parents or legal guardians. While a person may reject material for themselves and for their minor 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.

Do we want to include in the policy a statement that STPL does not acquire any resources which violate RS 14.91.11? This statement would also eventually be included in collection development documents/policies.

## **B. Process**

1. Any person residing in St. Tammany Parish who has reached the age of majority and who holds a St. Tammany Parish Library card and wishing to express concerns about library materials, programs, or displays may submit a "Statement of Concern About Library Resources" form. However, the cost of processing a Statement of Concern form is at least \$400. Therefore, anyone who has a concern about library resources is encouraged to discuss their concerns with a library staff member before filing a Statement of Concern 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 to the complainant(s). All Statements of Concern shall be filled out in an accurate manner. If there are any errors in a Statement of concern it will be returned and will not be reviewed until resubmitted with errors corrected. Fraudulent Statements of Concern will not be considered.

A complainant may only submit five SOC per year.

Revisit this per feedback.

Any Statement of Concern seeking to restrict access by a minor to a resource, solely available digitally and/or categorized as Adult and thus only available to Adult, Juvenile, and Juvenile Unrestricted cards, shall not be considered.

(See card system for digital resources, attached, for clarification)

## ST. TAMMANY PARISH LIBRARY CARD TYPES FOR MINORS AGES 5-17

### INTERNET USE

#### For All Juvenile Cards

- Children ages 5-9 **may only** use a computer or access the internet with direct parental supervision in the library.
- Children ages 10-17 **may only** access the internet with parental permission.

### FOR MATERIALS IN THE LIBRARY

#### Juvenile Full Restriction Card

- Cardholders **may only** check out any book, audiobook, music CD, magazine, or DVD in the
- Children's Collections: Picture Books, Holiday Books, Board Books, Beginning Readers, Juvenile Fiction, Juvenile Non-Fiction, Juvenile Kits, Juvenile Audiobooks, Juvenile DVDs, Juvenile Music, and Juvenile Magazines.
- Cardholders **may not** check out any materials in the YA Fiction collection or any Adult collections, including magazines in the Teen area.

#### Juvenile Semi-Restriction Card

- Cardholders **may only** check out any book, audiobook, music CD, magazine, or DVD in the children's collections: Picture Books, Holiday Books, Board Books, Beginning Readers, Juvenile Fiction, Juvenile Non-Fiction, Juvenile Kits, Juvenile Audiobooks, Juvenile DVDs, Juvenile Music, and Juvenile Magazines.
- Cardholders **may also** check out books in the YA Fiction collection.
- Cardholders **may not** check out any materials in any Adult collections, including Adult Non-fiction items that have a YA sticker.

#### Juvenile Card

- Cardholders **may** check out any book, audiobook, music CD, or magazine in the library.
- Cardholders **may** check any DVDs **except** R-rated. Cardholders **may not** check out R-rated DVDs.

#### Juvenile Unrestricted Card

- Cardholders **may** check out any book, audiobook, music CD, or magazine in the library.
- Cardholders **may** check any DVDs including R-rated with parental permission.

## ST. TAMMANY PARISH LIBRARY CARD TYPES FOR MINORS AGES 5-17

### FOR DOWNLOADABLE AND STREAMING SERVICES

We are working with some services to provide access to titles by card type. As these become available we will provide access. This document will be updated to reflect changes in the future.

#### Cloud Library Download Service

Fully-restricted and Semi-restricted Juvenile cards have no access to Cloud Library content. All other patron types do have access to Cloud Library.

#### Overdrive Download Service

- Fully-restricted cards can access Children's content items, only; do not allow Teen or Adult content access.
- Semi-restricted cards can access Children's and Teen's content items; do not allow Adult content access.
- Juvenile and Unrestricted Juvenile cards can access Children's, Teen's, and Adult content.

#### Hoopla Download Service

- In order to block Adult content for any Juvenile card type, Kids Mode must be turned on at every session.
- All Juvenile cards only have access to download G-rated videos, E-Everyone comics and children's music.
- All juvenile cards, including unrestricted ones, are blocked from borrowing comics rated T or higher. Adult cards can borrow comics rated T or above.

#### TeenBookCloud

At this time TeenBookCloud does not have a way to restrict access to content including streaming e-books, e-audiobooks, or videos by card type. We advise parents to restrict access to this service or closely monitor their child for Full and Semi Restriction cardholders.

#### Tumblebook Library

All Juvenile cards have access to Tumblebook Library's streaming picture books, chapter books, graphic novels, and videos.

#### World Book eBooks

At this time World Book eBooks does not have a way to restrict access to its nonfiction titles in streaming e-book format by card type. We advise parents to restrict access to this service or closely monitor their child for Full and Semi Restriction cardholders.

Include Resolution from December 13, 2022, to place items under SOC behind the circulation desk, into policy. Policy should include that there is to be a uniform location for challenged books behind the desk for transparency and consistency

Repeal the December 13 resolution and leave a challenged book on the shelf unless and until the internal committee (or the board on appeal) decides to do something else with it.

Board needs to decide on status of resolution before we put it into policy.

*Make in globo decision on groups of SOC and books that are similar in nature. For example, can we reject, as a group, all SOC's that claim only that a book violates RS 14.91.11 when the book clearly doesn't meet all four criteria our legal counsel has said must be applied?*

Need legal opinion on above. Can we do this now and can we do it with future SOC's?

Discussion included:

"Average person community standard is Not limited to LBOC discretion"

Use word appeal "If you don't agree with the decision or think there are other reasons"

IF sole reason is statute- submit or appeal, otherwise dismissing.

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.

**Return to an internal committee that decides on the disposition of a challenged resource and only require the board to act if the decision is appealed. Transparency concerns can be addressed by making the committee reports and decisions publicly available on our website.**

**Add appeal form?**

**Add text about nonresponse?**

**Time limit on appeal?**

**The reconsideration committee makes the decision. Have a public meeting to hear report and recommendation. Complainant can appeal to LBOC.**

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. **Change if go back to appeal instead of decision**

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.

Change if go back to appeal instead of decision

-cannot be extended to general public comment

-ACT 436 states that only resident, of legal age, and holding a library card can submit a SOC (and appeal)

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.

Change if go back to appeal instead of decision

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

Change if go back to appeal instead of decision

C. 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.



# Statement of Concern about Library Resources



Consider including policy in form.

Intellectual freedom in a public library necessitates selecting some materials that may be considered controversial by some individuals or groups. Reasons often cited for materials considered offensive include use of profanity, divergent viewpoints, controversial authors, sexual content, and depictions of violence and criminal acts. The acquisition of such materials does not imply approval or endorsement of their contents. The selection criteria used by the St. Tammany Parish Library must remain broad and flexible in order to provide a collection that supports the broad range of interests and diverse backgrounds of the citizens of St. Tammany Parish.

Please note that the cost to the Library to process a Statement of Concern about Library Resources is more than \$400. Please consider discussing your concerns with a library staff member (or Manager (or Ref, Teen, or CS librarian) to see if they can be resolved that way before filing a formal Statement of Concern.

Date \_\_\_\_\_

Name \_\_\_\_\_ STPL Library Card \_\_\_\_\_

Residence Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
if different from Residence Address

Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

How would you prefer to receive correspondence about this Statement of Concern?

Email \_\_\_\_\_ Residence/Mailing Address \_\_\_\_\_

Resource on which you are commenting:  
\_\_\_\_\_ Book \_\_\_\_\_ Audiovisual \_\_\_\_\_ Content of Library Program \_\_\_\_\_ Other: ?  
\_\_\_\_\_ Magazine \_\_\_\_\_ Newspaper \_\_\_\_\_ Electronic Resource \_\_\_\_\_

1. Title \_\_\_\_\_

Author/Producer \_\_\_\_\_

FORM CONTINUES ON NEXT PAGE/OTHER SIDE

3. At which branch library or in which electronic resource did you encounter this material or resource?

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4. What brought this resource to your attention?

5. Did you review/read the entire item? If not, what sections did you review/read?

6. What course of action do you recommend in regard to this resource?

7. Please state your reasons for making this recommendation. To what in the resource do you object? Please be specific: cite pages, scenes or sections. Please comment on the resource as a whole, as well as being specific on the matters which concern you.

8. In its place, what materials would you recommend on this topic?

NOTE: This statement will be referred to a Library Resource Review Committee. You will be advised in writing of the committee's decision. Thank you for your concern and input.