

St. Tammany Parish Library
Board of Control Meeting
October 23, 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. In the case of a Statement of Concern decision, the person who filed the Statement of Concern is given 5 minutes to speak. 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 by 4:00 PM on Monday, October 23rd, 2023.

AGENDA

Call to order by President and Roll Call by Director

1. Recognition and thanks for years of service to the Library Board of Control – Dr. Argiro Morgan
2. Approval of the minutes of the meetings of the Library Board of Control that were held on July 13th, 2023, August 21st, 2023, and September 28th, 2023.
 - Discussion
 - Public Comment
 - Vote
3. NEW BUSINESS
 - A. Financial Reports – August and September 2023
 - Discussion
 - Public Comment
 - Vote
 - B. Fall Budget Amendment
 - Discussion
 - Public Comment
 - Vote
 - C. Director’s Report
 - D. Board meeting dates 2024
 - Discussion
 - Public Comment
 - Vote
 - E. Holiday schedule 2024
 - Discussion
 - Public Comment
 - Vote

F. Rules and Regulations Update – Section 403 Criteria for Selection

- Public Comment
- Discussion
- Vote

G. Rules and Regulations Update – Section 407 Statements of Concern About Library Resources

- Public Comment
- Discussion
- Vote

H. Resolution to rescind December 13th, 2022, Resolution regarding temporary disposition of challenged materials

- Public Comment
- Discussion
- Vote

I. Resolution to extend time to allow for procedural due process of pending statements of concern

- Public Comment
- Discussion
- Vote

J. Statement of Concern Decision – *The Moon Within*

- Public Comment
- Discussion
- Vote

K. Statement of Concern Decision – *The Freedom Writer's Diary*

- Public Comment
- Discussion
- Vote

4. Adjournment

**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.**

MINUTES

The meeting was scheduled as a Rules and Regulations Committee meeting. Due to a quorum of the Library Board of Control, the meeting became a special board meeting.

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, Bill McHugh, Anthony Parr, Becky Taylor

Absent: Carmen Butler, Mary Reneau, Ann Shaw

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. This is a special board meeting with only one item on the agenda. Public comments were accepted by email (lboc@stpl.us) until 8:00 a.m. on the morning of the meeting.

1. New Business

A. Challenged Materials Process

Discussion:

The committee discussed Section 407: Statements of Concern About Library Resources. Suggestions from the last Rules and Regulations meeting were added to the working document, which shows revised comments highlighted in yellow. K. LaRocca read part A. *General* aloud. The committee discussed the suggestion of adding a statement that STPL does not acquire any resources which violate La R.S. 14:91.11. There was discussion about whether or not the statement should be part of the challenged materials policy or the collection development policy.

A. Parr asked if content and appropriateness of the material is considered when purchasing items for the collection. K. LaRocca confirmed that is correct. B. McHugh stated that it is a collection policy topic and is not necessary in Section 407. K. LaRocca noted the topic will be revisited when the committee reviews the Collection Development policy.

K. LaRocca read part *B. Process* aloud. The committee discussed Act 436, formerly Senate Bill No. 7. The act defines a library patron as “a person residing in the parish in which the parish or municipal library is located who has reached the age of majority and who holds a library card from the library.” The phrase was added to part *B. Process*.

The committee discussed the phrasing of the cost associated with processing a Statement of Concern (SOC). K. LaRocca noted that \$400 is a conservative estimate. The committee agreed that it is important to convey that processing a SOC form entails significant costs and time commitments.

There was discussion about how confirming residency in St. Tammany Parish can help rule out fraudulent SOCs. E. Couvillon asked if it is a violation of privacy laws to cross-check the name and address on a SOC with a library card on file. K. LaRocca stated that we can cross-check to confirm if the person has a library card, but cannot check to see what materials the person has borrowed. B. McHugh noted that the law now requires that a complainant hold a library card. The wording implies that we would verify that they have a library card. K. LaRocca noted that there is a spot on the SOC form for the library card number. The committee agreed that the phrase “Statements of Concern that do not meet the submission criteria will not be considered” should be added to the policy.

The committee discussed and agreed to remove the phrase that states that a complainant may only submit five SOCs per year.

K. LaRocca reviewed the suggestion that, “Any SOC 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.” K. LaRocca reviewed the tiered card system, which was included in the Board packet. There are four options for juveniles and a parent must choose what type of card their child receives.

There was discussion regarding how often parents have complained that their child pulled a book from the shelf that they did not agree with. K. LaRocca stated that it is an unusual occurrence and recalls approximately two or three occasions in the past. There was discussion about complainants asking for items to be restricted from the shelves when the item is only available as a digital resource and thus already restricted.

The committee discussed the suggestion to include the resolution from December 13, 2022, to the policy. The resolution places challenged materials under review behind the circulation desk. It was suggested that there should be a uniform location for challenged books behind the desk.

T. DiMaggio noted that the library is in the process of putting “dummy books” on the shelf so that patrons can have spontaneous discovery of the item along with a notification that the book is behind the desk. There have been requests from the public to provide copies of the challenged books for review at the Covington and Slidell branches. Two copies of the challenged books were purchased to implement that suggestion. Some titles were not available to purchase. The items will be non-circulating and can be reviewed in-house only. T. DiMaggio also noted that all of the redacted SOCs are available for viewing on the website, as requested by the public. K. LaRocca noted that the website has a list of the challenged books that link to the catalog so patrons can search for a circulating copy of the item for checkout.

There was also a suggestion to repeal the December 13, 2022, resolution and leave the challenged books on the shelves. A. Parr noted that the December 13, 2022, resolution is a contradiction to the following statement in the library’s policy: “An individual may not exercise censorship to restrict the freedom of others to read, see, or hear.” A. Parr asked for clarification on why the resolution was adopted. K. LaRocca explained that there was a lot of upset at the time. Staff were being questioned about the materials and whether or not they were legal. There were issues with individuals going to the library and calling the police on staff members. K. LaRocca noted that December was a stressful time for both the staff and the Board and they were trying to make the best decisions for everyone.

A. Parr reiterated that the above-mentioned statement in the policy is not true since the December 13th resolution was adopted. J. Airey stated that he does not think it is correct, in terms of the law, that no one has the right to say what others read or hear, as that is the whole purpose of the Board. He suggested adding verbiage to clarify that the LBOC has the power and authority to review all materials in the library based on the processes established herein. B. McHugh reminded the Board of the letter from the Tulane University Law Clinic and a statement from the ACLU, which asserts that holding challenged books behind the circulation desk violates the Constitution.

K. LaRocca noted that the Board as a whole would have to make the decision whether or not to continue with the adopted resolution of December 13, 2022, but the committee has to know which one to put in the policy. E. Couvillon confirmed that the Board would have to make a motion to vacate the policy. In terms of moving forward to the policy revisions, she suggested writing alternative versions for the Board to consider. B. McHugh suggested discussing it at a full board meeting and then drafting a new resolution based on what the Board decides. He suggested another option of drafting two resolutions for the Board to vote on.

J. Airey stated that the Board would need its own legal counsel to weigh in on the issue. E. Couvillon stated that the District Attorney’s Office reviewed the December 13th resolution before it was adopted and felt that it comported with the law and noted that a temporary restriction has not been tested by the courts. A. Parr noted that the addition of the verbiage that J. Airey suggested still includes restriction of some type.

There was discussion about the suggestion to make an *in globo* decision on SOC's when the only complaint is that the book violates R.S. 14:91.11. The committee decided not to include this in the policy.

There was discussion about the committee review process, the possibility of returning to an internal committee and appeal process, and decisions vs. recommendations. K. LaRocca noted that the previous policy change happened in December 2022. The review process went from a staff committee decision to a recommendation and Board review for a final decision. The policy could be revised to return to a staff committee making the final decision with the option for the complainant to appeal that decision to the Board. The policy change would have to be voted on by the Board.

B. McHugh noted that Act 436 includes an extensive list of what is considered sexual conduct. Each library in Louisiana has to have a requirement that a request for reconsideration of a library material that may include sexually explicit material be reviewed by the LBOC. This will need to be included in the policy. In that case, staff would continue the committee review process, make a recommendation, and the Board would make the final decision.

J. Airey spoke of the Parish Council's process of conducting zoning appeals. The initial review and decision-making takes place in an open meeting. If appealed, both sides of the matter in question are given 10 minutes to address their issues to the Council. Oftentimes, two or three people take the lead and speak within the 10 minutes. J. Airey spoke of the amount of time it takes for 30 people to speak for three minutes on one book and how the 10-minute limit would streamline the process. E. Couvillon clarified that the LBOC implementing the 10-minute limit would leave one layer of due process missing, since the initial committee review is not in an open meeting. J. Airey acknowledged that it may not be workable. E. Couvillon stated that she is meeting with K. LaRocca and B. Taylor to review Act 436 to determine what changes need to be made to library policies in order to comply with the new law. The committee decided to defer this policy revision until Act 436 is reviewed.

Other revision suggestions on the list are contingent upon whether or not the library returns to an appeals process. Those suggestions are deferred until that is decided.

The committee spoke about the five-year period of time that decisions on a SOC about specific materials, programs, or displays will remain in effect. The committee agreed that five years is acceptable.

The committee reviewed the *Statement of Concern about Library Resources* form. K. LaRocca suggested providing the policy and form as one packet. T. DiMaggio suggested also including the Collection Development policy in the packet. The committee agreed. B. McHugh suggested adding a link to the policies on the form or on the same page where the form is located on the library's website. He also suggested adding a check box that must be selected stating that the

patron has read the policies in order to submit the form. Check boxes could also be added to the paper forms.

There was discussion about the number of digital copies of challenged materials being available to patrons. K. LaRocca explained how licensing for digital materials for libraries works. Overdrive allows our tiered card system restrictions, but does not allow multiple simultaneous checkouts for one item. Hoopla allows multiple simultaneous checkouts, but does not allow our tiered card system restrictions. All of the challenged digital materials are moved to Overdrive to allow the tiered card system restrictions. There are some metered copies of books available, which means that we pay a certain amount for 100 checkouts. The number of checkouts of that digital item is displayed in the catalog, not the number of available copies. The pricing and licensing that the publishers have arranged with Overdrive are out of our control.

K. LaRocca noted that J. Riecke put together a *Materials Under Review* list on our website that shows each challenged item in the catalog. Each item is linked to the catalog and shows how many copies are available. Patrons can place a hold on the item directly from that list. T. DiMaggio noted that physical copies of books that were only available in the digital collection were purchased for the non-circulating in-house review sections at the Covington and Slidell branches.

There was discussion about the language placement and phrasing on the *Statement of Concern about Library Resources* form. B. McHugh again suggested adding a link to the policies on the form or on the same page where the form is located on the website. The word “number” will be added after STPL Library Card. B. Taylor noted that the name and card number should match to the same person in the system. Question three asks where the patron encountered the material (which branch library or electronic resource). K. LaRocca explained that the review committees are populated based on where the challenged item is located.

B. McHugh thanked the staff for all the work they are doing.

Public Comment:

Cynthia Weatherly – Covington, LA. Stated that one private citizen should not have the power to restrict access to books for an entire community. Asked for reasonable limits on the amount of complaints that one person can submit, as one could easily submit enough complaints to sequester the entire library. Stated that the books should be returned to the shelves. Spoke of filing a lawsuit to test the legalities of restricting books. Asked the Board not to allow Ms. Miner to continue threats of drowning by a millstone or to harass teen volunteers in the library.

Patricia Farris – Covington, LA. Thanked the library for the additions to the website and for planning to have a copy of the books available for viewing. Requested that the LBOC meeting agendas be posted on the website sooner. Stated there is no agenda or packet posted yet for the July 24th meeting and she does not know which books will be reviewed. K. LaRocca explained that the board meeting packet has to be posted 24 hours in advance by law and there

is a lot of information that goes into the packet besides the upcoming books. Stated that the books scheduled for discussion will be posted ahead of time on the website under the list of board meetings. P. Farris asked the Board to follow their own February 28, 2023, resolution regarding graphic novels or implement Act 436. Asked about the cost of a book challenge being \$400 and whether or not it is a true cost or the value of staff time. K. LaRocca clarified that a portion of it is the value of staff time that would otherwise be spent providing services to the public. K. LaRocca clarified that anyone serving on the committees and reading the books are volunteering their time to do so, as there is not enough time in the workday to sit and read.

Terri Lewis Stevens – Covington, LA. Asked if the challenged books have to be read in their entirety. Asked about an enforcement policy regarding stolen books. Asked if filming patrons within the library is allowed, as she has seen this online and it is concerning. Spoke of the complainant not showing up to the meetings. Used an analogy of not liking a jacket and asking for it to be removed. Stated that one person should not have that power.

Ruth Terry Sipos – Suggested a wording change in section 1 under *B. Process*. Suggested removing “cost of” in the second sentence. Stated that the complainants should be encouraged to speak to a branch manager, not just any staff member. Asked if the dummy books include the book cover. T. DiMaggio confirmed that they do. Stated that placing books behind the counter is a privacy and shame issue. Noted that she was not aware of the level of privacy the library maintains regarding items people check out. Stated she appreciates the Board’s efforts.

Johanna Miner – Asked to be allowed to ask questions before her three minutes starts. Complained that the clock started. B. Taylor advised J. Miner that she has 30 seconds to state her questions. J. Miner asked what Act 436 is and asked for a copy. Asked how it is determined that a SOC is fraudulent. K. LaRocca stated that Act 436 was formerly Senate Bill No. 7 and was signed into law by the Governor on June 30, 2023. B. McHugh informed J. Miner that she can read about Act 436 on the Louisiana State Legislature website. To answer J. Miner’s second question, K. LaRocca explained that the library received SOC’s with names and addresses that were not legitimate. She gave an example of the name Mickey Mouse with the address of the Mandeville Library. B. McHugh noted that Act 436 requires that a complainant possess a library card, which will make it easier to confirm the legitimacy of the names and addresses on the SOC. J. Miner asked if that means that a person cannot submit a SOC if they do not have a library card. B. McHugh confirmed that is correct. J. Miner accused the library of sending her personal information to the American Library Association (ALA) after submitting a SOC in 2022. Stated that she saw it on Twitter and is considering a lawsuit. Stated that she is the “watchman on the wall.” Issued the Board a warning that their blood is on their own hands and when it happens it will be so swift and fast that they will not know what hit them. Stated that was not a threat and there is a higher power watching every move they make. Stated she does not know how they sleep at night knowing the filth in the library continues.

Jamie Segura – Covington, LA. Stated that challenged books should not be removed from the shelves. Stated that the whole process is designed by religious anarchists to bankrupt the

library. Stated that the primary complainant is costing the library thousands of dollars. Referenced comments regarding public involvement and noted that LBOC members are the public, they live here, and are not elected. Noted that Mr. Airey is an elected member of the Parish Council who serves the public. Thanked the Board for their efforts. Spoke of possibly challenging the Bible.

Sonnet Ireland – Slidell, LA. Stated that shots have been fired and chaos is about to come. Stated that people are going to file SOC's with their real names and addresses and there will be thousands of books challenged. Stated that one side's goal is to defund the library and the other side will retaliate and break the system. Stated that books are restricted in other libraries for their own protection, not due to their content.

Kathy Wiley – Thanked the Board for hearing her concerns. Stated that she has worked for 16 years in public schools. Stated she is not concerned with adult content, as adults should have intelligence to discern for themselves. Stated she loves the library and children. Spoke of child development and critical thinking. Concerned about books with sexual content in words and pictures. Stated that ancient religions used children for sex and used the rainbow in June. Stated the library is indoctrinating children. Stated that strong moral principles are lost in this community.

J. Airey noted that if you send a document or email to a government agency, it becomes a public record. K. LaRocca stated that we have had public records requests for all SOC's and the complainant's personal information is redacted for privacy. The redacted SOC's are on the library's website. K. LaRocca stated that the library did not submit SOC's to the ALA. The ALA only asks for statistics, not names, and the library has not even sent them statistical data regarding SOC's. E. Couvillon suggested adding a note to the website or SOC informing patrons that information submitted to a public body may become public record pursuant to the provisions of the Louisiana Public Records Law, located at La R.S. 44:1, et seq.

2. Adjournment

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

Rebecca Taylor, Board President

**St. Tammany Parish Library
Board of Control Meeting
August 21, 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, Bill McHugh, Anthony Parr, Ann Shaw, Becky Taylor

Absent: Carmen Butler

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. Comments must directly relate to the agenda item. If a speaker asks questions, those questions are part of their three-minute public comment period and will be noted as such. In the case of a Statement of Concern (SOC) decision, the person who filed the SOC is given five minutes to speak. Board members can request a brief recess during the meeting if needed. Public comments were accepted by email (lboc@stpl.us) until 4:00 p.m. on the day of the meeting.

**1. Recognition and thanks for years of service to the Library Board of Control –
Dr. Argiro Morgan**

Postponed until a later date.

2. Approval of the minutes of the special meetings of the Library Board of Control that were held on June 27, 2023, and June 28, 2023, and the regular meeting held on July 24, 2023.

Discussion for June 27, 2023, minutes: There were no suggested corrections to the minutes.

Public Comment: There was no public comment.

Vote: B. McHugh moved to approve the minutes of the June 27, 2023, special meeting. It was seconded by A. Parr. Four were in favor, none were opposed, one abstained (A. Shaw), and one was absent. Motion carried.

Discussion for June 28, 2023, minutes: There were no suggested corrections to the minutes.

Public Comment: There was no public comment.

Vote: A. Parr moved to approve the minutes of the June 28, 2023, special meeting. It was seconded by B. McHugh. Three were in favor, none were opposed, two abstained (J. Airey & A. Shaw), and one was absent. Motion carried.

Discussion for July 24, 2023, minutes: B. McHugh asked for a correction on page seven, paragraph seven, third sentence. Add “because we have not had to” to the sentence after “She clarified that we have not done that.”

Public Comment: There was no public comment.

Vote: A. Shaw moved to approve the minutes of the July 24, 2023, regular meeting with the stated correction. It was seconded by A. Parr. All were in favor, none were opposed, none abstained, and one was absent. Motion carried.

3. NEW BUSINESS

A. Financial Reports – July 2023

Discussion:

K. LaRocca reported that the library has received a little more ad valorem revenue than expected for the year. All state revenue sharing has been received. The budget percentage for this point in the year is 58.31%. Revenues are at 57.99% and expenditures are at 57.18%.

K. LaRocca gave explanations for lines that were above and below budget. Most lines that are over budget are expended early in the year and lines that are under budget are expended later in the year. These lines should be in balance by the end of the year. The Health Trust line is at 64% due to bills from last year that were paid in 2023, but will be close to 100% by the end of the year. The Workers Compensation Expense line has been expended for the year.

The Printing line is at 77% due to printing the Strategic Plan brochures. The Water line is at 67% due to increasing the amount of water delivered to the branches, as it has been a hot summer. The Building Lease Expense line has been reduced due to no longer paying a lease for the old Annex building and will be in balance at the end of the year. The Legal line is at 76%, but will

not exceed the \$15,000 that was designated for outside legal counsel. The Financial line is at 106% because the audit now includes testing on all of the Statewide Agreed Upon Procedures. The Insurance and Claims lines are expended for the year, except for the LBOC Liability insurance, which was paid in August. Beginning next year, all of our insurances will run from January to December.

The costs of toner, paper, and other office supplies have increased and those lines will be amended later this year. The Programming Supplies line is at 66% due to increased library programming and events and the need for refreshments. The Capital Outlay Library Resource Acquisitions lines will be expended as collection items are purchased at the end of the year.

A. Parr asked if the Courier/Shipping line includes local shipping or out-of-district requests. K. LaRocca explained that it consists of UPS or FedEx charges, including Inter-Library Loan (ILL) shipping. Some libraries require us to ship items back to them via UPS. If that is not required, we use U.S. mail or the State Library courier service.

Public Comment:

Lisa Rustemeyer – Covington, LA. Stated that she trusts library staff to purchase materials and to spend the budget appropriately and judiciously. Stated that \$12,000,000 divided by 269,000 residents equals \$45 per resident and is an amazing value. Spoke of the political attacks on the library and hateful words directed to staff. Stated that staff has shown their professionalism and offers outstanding service. Spoke of others comparing the library millage to the Coroner's Office, District Attorney's Office, and Sheriff's Office millages.

Cynthia Weatherly – Covington, LA. Asked how the cost of book challenges are being accounted for in the budget. Stated that in a previous meeting, Iris Gallatin said that the internet is freely accessible and that libraries are not needed. Asked how much the library spends on computers and internet access for the community. Noted that 19% of Louisiana's population does not have internet access and relies on the library.

Ruth Terry Sipos – Abita Springs, LA. Spoke about the service statistics. Stated that it shows the number of people walking in the door, what types of materials are circulating, and internet usage both inside and outside. Noted that the internet usage outside is sometimes double the inside usage. Stated that it is a critical service that the library is providing. Spoke highly of the Abita Springs Branch and the vibrant, diverse, and welcoming community.

K. LaRocca addressed C. Weatherly's question about challenged materials expenditures. Stated that \$400 per challenge is a conservative estimate. Stated that the estimate includes the cost of purchasing the material, as the library does not usually own enough copies to provide to the staff committee, LBOC members, and the newly created reference collection at Covington and Slidell branches. It also includes staff time that is spent on tasks associated with the book

challenge during the workday. Additional costs incurred after the \$400 was estimated are supplies such as dummy books (\$2,500), which are put in place of the challenged books on the shelves, and book carts to house the two reference collections of challenged materials.

K. LaRocca addressed C. Weatherly's question about the cost of computer and internet access for the community. Stated that the library pays \$50,000 per year for internet and it is listed as Data Lines on the financial report. Software such as Microsoft Office is provided on all library computers. The computers are maintained by the I.T. staff and are on a five-year replacement cycle to ensure that patrons are provided with the newest reliable technology. The library also provides printing and scanning capabilities for patrons.

B. McHugh responded to L. Rustemeyer's mention of an erroneous comment made in a previous meeting that the Library millage is higher than the Sheriff's Office's millages. He referenced data from the assessor's website that documents all of the parish-wide millages and confirmed that the Library millage (5.78) is not higher than both of the Sheriff's Office's millages combined (11.14). B. McHugh noted that the Library millage is approximately 6% of the Parish-wide Millage Total (96.91).

Jeannine Meeds – Big Branch, LA. Spoke of thunderstorms in her area the previous week. A tree near her house was struck by lightning and the damage caused her to be without internet, phones, or TV for a week. Stated that the library is the only place she could go to access the internet. Stated that the library is a blessing and that she is very happy to spend tax money on excellence in the library.

A. Parr asked what we do with old computers. K. LaRocca explained that we recycle them to use as Online Public Access Catalog (OPAC) computers for patrons to search the catalog within the library. They are used until they can no longer function and are discarded properly.

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

B. 2023 Summer Reading Wrap-Up

The Board viewed a short video highlighting the Summer Reading Challenge (SRC) and events. This year's theme was "All Together Now." The Adult Programming Coordinator, spoke about the kickoff parties, community partners, and all of the adult programs offered this summer. There were 757 adults registered and 170 adult programs.

The Teen Services Coordinator, stated that the mission of the Teen Department is to instill a lifelong love of reading and community engagement. Most of the teen programs are Technology, Reading, Engineering, Art, and Math (STREAM) events. There were 540 teens

registered and a total of 124 programs. There were 61 teen volunteers ages 13-18 who completed 1139 ½ hours of volunteer service. Stated that it shows that parents love and trust the library, as more teens are coming in and are participating in programs and events.

The Children's Services Coordinator, stated that it was a very exciting and busy summer. There were 6,701 children registered, which is almost double last year's registrations. There were 433 programs with 19,038 attendees. Children also enjoyed the option of participating in BINGO this year. She spoke of the exciting kickoff parties with 842 attendees at the Madisonville branch and 996 attendees at the Slidell branch. Next summer's theme is "Adventure Begins at Your Library."

C. Director's Report

K. LaRocca reported that Library Administration met with the Parish's Engineering Department to discuss the Mandeville Library renovations. The Maintenance Department has been maintaining the air conditioning at each branch to ensure patrons and staff are comfortable. The Lee Road Branch will be closed from October 23rd to October 27th for minor wall repairs, painting, and the installation of new shelving.

Staff performed Storytime at the following schools: Kidz Klub House, Kinderhaus Montessori, and Little Academy. Outreach services were provided to the Children's Museum, Open Arms Camp, Kiwanis Club of Folsom, and Back to School Fair at Lacombe Middle School. Staff attended the following meetings to promote library services: St. Tammany Parish School Librarian Meeting and St. Tammany Commission on Families. Staff promoted the library's strategic plan on The Lake and The Highway radio stations. Staff promoted Library Card Sign-Up Month, Food for Fines, and the strategic plan on an episode of Check It Out on STPG-TV's public access channel. Library Card Sign-Up Month is in September and we will offer the Food for Fines promotion where one donated non-perishable food item equals \$1 in fines waived. Staff attended various webinars.

Jessica Aucoin was promoted to Causeway Branch Manager. Ramona Elder was promoted to Children's Librarian at the Mandeville Branch. She will receive her Master's degree in Library and Information Science in December.

Reference Librarians developed a new reference program titled "Navigating STPL Mobile" to promote and educate the public about the STPL mobile app. The program will be held in September at multiple branches.

New contracts: BiblioCommons (website platform). In a continued effort to provide parents with tools to help decide what their children can access, we are implementing a Kids Catalog. It will be a separate online catalog that will search only within materials in the children's section. This will take a few hours to install this Wednesday, August 23rd, and the website will be down

from 8:00 a.m. to 2:00 p.m. Contract renewals: IDrive, EBSCO: Learning Express and Novelist packages, ProQuest: Fold3 and Books in Print, and iWave.

K. LaRocca spoke of receiving four new public records requests since the last LBOC meeting. Three were completed prior to the board meeting. The remaining outstanding new request and the older outstanding requests consist of extensive email searches that are in line for redaction and combinations of electronic and paper documents will need to be sorted and organized to ensure the completeness of the records. Our file clerk continues to pull and redact the needed records.

To date, the library has received 212 statements of concern on 169 titles since August 2022. The LBOC has made decisions on 16 titles and will be deciding on two titles this evening. We will then have 151 remaining.

K. LaRocca gave a Strategic Planning implementation update and reviewed the July 2023 and year-to-date statistics. A. Parr asked if the service statistics are available in the branches. K. LaRocca said they are in the board packets that are posted on the website for each board meeting. A. Parr commented that the numbers in the service statistics are wonderful.

D. Statement of Concern Decision - *Two Boys Kissing*

There were two SOC's submitted for the book *Two Boys Kissing* by David Levithan by the following people: Connie Phillips, representing the St. Tammany Parish Library Accountability Project, and Rosalind Murr. K. LaRocca read the SOC's aloud.

The recommended action by C. Phillips is: "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." Reason given: "Content violates the state obscenity statutes [sic] for minors. 2021 Louisiana Laws. Revised Statutes. Title 14 - Criminal Law. Not suitable for minors. Summary of Concerns: This book contains inexplicit sexual activities and sexual nudity; alternate sexualities; inexplicit violence involving self-harm; and profanity."

The recommended action by R. Murr is: "Remove it from any children's sections, ask for ID to check out and not allowable for a minor to download." Reason given: "This is breaking child."

K. LaRocca reviewed the book résumé which includes the publisher's summary, number of copies STPL owns (One in print, one Overdrive E-book, and one Overdrive E-audiobook), total circulation on all copies (Print: 34, E-book: 19, E-audiobook: 18), comparable library system statistics, reviews by *Publishers Weekly*, *Kirkus Reviews*, *Booklist*, *School Library Journal*, *Bulletin*

of the *Center for Children's Books*, and *Hornbook Guide to Children*. Also noted are awards and lists featuring this title. A total of 1,911 public libraries across the nation own copies of the book. The title is shelved in the Young Adult Fiction section at STPL with YA Levi as the call number.

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.

Since C. Phillips cites the Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. R. Murr does not explicitly cite La R.S. 14:91.11. However, because the statute was implied in the complainant's recommendation, 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.

Summary of Committee Reports: The book does not violate La R.S. 14:91.11 because it does not primarily consist of or is devoted to the sexual acts described in Part A 2. There are a few references to sexual conduct and masturbation but scenes are not explicit. There are scenes of hugging and kissing. The character Cooper's story is a cautionary tale about online dating sites and is not erotic. The descriptions in Cooper's scenes give weight to his emotions and explain his actions. The committee found that the book is a well-written portrayal of the joy and despair of being a teen, especially a gay teen. The use of the "Greek chorus" is a literary device that gives the book a historical perspective.

Options for the Board: Move the book to the Adult Fiction section, return the book to Teen Fiction, keep the book in the restricted area behind the circulation desk, or remove it from the library.

Committee Recommendation: The book is not obscene and is appropriate for older minors. Parents who are concerned about their child reading material in the teen section can use STPL's library card system and authorize a Fully Restricted card that will not allow the minor to check out the book. It should remain in the collection and is appropriate in its current location in Teen Fiction.

Public Comment:

Connie Phillips and Rosalind Murr, the patrons who submitted the SOCs for *Two Boys Kissing*, were offered five minutes for public comment. Neither were in attendance and neither appeared for public comment.

Rachel Rhodes – Mandeville, LA. Defended the book and stated that the public library is for all voices. She summarized the plot and stated that the kissing was not romantic and was just lips

touching while the characters participated in a kissing marathon. Stated that one of the dads beats his own son when he learns he is gay. Stated that what is happening with book challenges feels like *Fahrenheit 451* and is a dangerous movement. Stated that a woman was recently killed in California because she had a rainbow flag in her store. Asked for the book to remain in YA Fiction.

Roxanne Newman – Mandeville, LA. Stated that it is ironic that the challenges have caused the library to buy more copies of the books and for more people to read them. Stated that she loves hearing about how parents trust the library and bring their children and teens to SRC activities. Stated that the book is about how far gay youth have come in comparison to the travails of their forebearers. Asked for the book to remain in YA Fiction.

Cynthia Weatherly – Covington, LA. Noted that the book is considered controversial by some people based on their personal beliefs or cultural backgrounds. Spoke about homophobia and acceptance. Stated that restricting the book to adults-only can be harmful to teens who identify with the story. Stated the book provides a valuable opportunity for young readers to see their own experiences reflected in literature and can educate all teens about diversity, respect, and inclusivity.

Gary Lacoste – Abita Springs, LA. Stated he read most of the book and noted that it is for ages 12 and up. Stated that there is homosexual sex-talk throughout the book. Spoke of the character Avery and how their parents thought Avery was a boy trapped in a girl's body. Noted that Avery received hormone therapy. Stated that is confusing for teens. Spoke of California legalizing pedophilia. Asked to put all the books in question in the Adult section.

Blake Adair – Covington, LA. Stated the book pulls at many heartstrings. Stated he is not here to tell anyone who they should love. Stated that the sexual acts depicted in the book are exclusively between children and minors. Stated that masturbation is a sexual act and 17-year-olds are minors. Stated if the book was about adults it would be compelling. Asked to restrict the book.

Rebecca Bohm – Mandeville, LA. Asked for the book to remain in the YA section. Stated it addresses LGBTQ issues some may relate to. Stated the complainants' concerns are not valid, as the tiered card system can prevent children from checking out the book. Stated that the library has gone above and beyond to protect children by letting parents approve their children's reading material. Stated that it is a shame that the fear mongering minority is attacking and harassing the LBOC, library staff, and the Parish Council.

Kevin Marino – Mandeville, LA. Thanked the complainants for recommending the book. Stated it is a good book about tough topics that kids need to hear. Spoke about teens and problems with sexuality. Stated that the masturbation in the book is not graphic. Stated that the book

portrays real stories about how difficult it is to be a child in this world. Asked for the book to remain in the YA section.

Lawrence De Quay – Slidell, LA. Stated that he read the book and the complaints and has noticed a trend where the complainants cherry-pick the most shocking parts of the books. Stated that doing that does not tell you what the book is about or what it endorses. Stated that the book is based on true stories of teenagers that the author has met. Stated that everyone needs to know what these people are going through, especially those who are not in the LGBTQ community.

Terri Lewis Stevens – Covington, LA. Noted that the book has been on the shelf for eight years until a complaint came from Connie Phillips. Stated that 11% to 13% of the population identifies as LGBTQ+ and we must respect those people. Stated that the majority of the community are the ones who show up to the meetings each month to defend the books. Noted that masturbation is the safest sex teens will ever have. Asked for the book to remain in the YA section.

Rachel Harmayer – Abita Springs, LA. Noted that the minimum age to be legally married in Louisiana is 16 with parental consent. Stated that the themes in the book are appropriate for teens. Wondered if the book would have been challenged if it was about a boy and a girl. There was disruption from the audience. E. Couvillon advised the public to comply with the rules for public comment. Stated that she is angry because it is not right. Stated the complainants have hatred and fear of the LGBTQ community, who just want to be left alone and to be treated equally in the eyes of the law.

There were seven comments from individuals who did not wish to speak. They were not in favor of restrictions.

Discussion:

B. Taylor stated that the book does not violate the statute and should be kept in the YA section. Noted that R. Murr stated that the book is located in the children's section and that is not correct.

A. Shaw asked to confirm the age ranges for books in the teen section. K. LaRocca stated they are for ages 12 and up, but any book could be more appropriate for 14 and up.

B. McHugh stated that parents are responsible for what their children read, not the library or other members of the public who are not part of their family. Stated that these books belong on the shelves so they can be freely chosen and not stigmatized for being put in a special section or behind the circulation desk.

J. Airey stated that the book is about teenagers and speculated that it would be rated PG-13 if it were a movie, though he can understand the argument that it could be rated R. Stated it may be kind of weird to have it in the Adult section if it is about teens. Stated that it is clearly not obscenity or pornography. Realizes people could have a reasonable debate on whether it should be in the Teen or Adult section.

Vote: B. McHugh moved to affirm the committee's recommendation for *Two Boys Kissing* to remain in the YA Fiction section. It was seconded by J. Airey. Roll call vote:

Airey: Yes Butler: Absent McHugh: Yes Parr: Yes Shaw: No Taylor: Yes

Motion carried.

E. Statement of Concern Decision - *What Are Your Words*

K. LaRocca presented the Statement of Concern for the book *What Are Your Words* by Katherine Locke. The statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project. K. LaRocca read the statement aloud.

The recommended action by C. Phillips is: "Move to minor restricted area of the library. Where kids cannot have access without an adult checking out the material." Reason given: "Not suitable for children in St. Tammany Parish See La. R.S. 14:91:11 [sic]. The material is offensive to the average adult applying contemporary community standards with respect to what is suitable for minors." Cited page numbers, excerpts, and profanity from a different book.

K. LaRocca reviewed the book résumé which includes the publisher's summary, number of print copies STPL owns (2), total circulation on all print copies (11), comparable library system statistics, reviews by *Booklist*, *Publishers Weekly*, and *School Library Journal*. A total of 753 public libraries across the nation own copies of the book. The title is shelved in the Juvenile Picture Books section at STPL with E Loc as the call number.

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. Since the current complainant cites the 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.

Summary of Committee Report: The book contains no sex acts or sexual conduct. The book does not discuss sexuality or sexual preference. The characters in the book are fully clothed in all of the illustrations. The changing use of pronouns is part of a national conversation and in St. Tammany Parish young children are hearing about it in school. The library purchased the

book to provide a resource to the community and to help parents and guardians have a conversation with their children. Another theme of the book is about respect for an individual's preference of what to be called. The book has artistic value in the bright colors of the illustrations and the portrayal of diverse representation of community members. The committee did not find a "pretext of sexuality or alternative gender ideology." The characters express how they feel and how they identify but do not explain why. To further address the complainant's claims, STPL does not subscribe to the American Library Association's (ALA) Bill of Rights. The page numbers and quotes listed in the SOC are not in this book. There is no profanity in the book.

Options for the Board: Return the book to Children's Picture books, move the book to Juvenile Non-Fiction, move the book to Adult Non-fiction, keep the book behind the circulation desk, or remove the book from the library.

Committee Recommendation: The book should remain in the collection and is appropriate in its current location in Picture Books. The committee found that the book has more story than information and is a work of fiction.

Public Comment:

Connie Phillips, the patron who submitted the Statement of Concern for *What Are Your Words*, was offered five minutes for public comment. C. Phillips was not in attendance and did not appear for public comment.

Joan Simon – Covington, LA. Stated that the book is a simple story about gender inclusive pronouns. Stated that the complainant's objections come from religious outrage, which is not relevant to this book. Noted that in the *Bible*, God stated, "Let us create Adam in our image." Stated that "Adam" means "mankind" in Aramaic/Arabic. Stated that "our" is inclusive of both male and female. Stated that the word homosexual did not originally appear in the *Bible* and noted that it first appeared in 1946. Spoke of homophobia, ruining lives, and robbing people of the freedom to read.

Kathleen Wiley – Mandeville, LA. Stated that she listened to the audiobook. Quoted an excerpt from Proverbs in the *Bible*. Stated that God is not an author of confusion, but peace. Stated that the books that the library is bringing in through the ALA are by authors of confusion. B. McHugh noted for the record that the statement is not correct regarding acquiring books through the ALA. K. Wiley stated that the main character in the book goes back and forth with pronoun usage. Noted that "A" is an article before a singular noun or pronoun. Spoke of the words, adjectives, and pronouns being improper grammatically. Stated that the literature would never pass the editing process. Stated that suicide rates are high when gender fluidity is encouraged.

Leeann Wiley – Mandeville, LA. Stated that she is a student at Southeastern Louisiana University and is an Early Childhood Education major and has taken psychology courses. Stated that she read the book and it left her confused and concerned with the changes in identity. Spoke of today's media and celebrities exposing children to this ideology. Stated that what children read helps develop their language. Concerned that this change in identity will lead to depression and confusion. Spoke of statistics from the Newport Academy website. Quoted verses from the *Bible*.

Lisa Rustemeyer – Covington, LA. Stated that the complainant is describing the wrong book on the SOC, and it is not worth the time being taken to review it. The complainant is using the same words over and over again in each book that is challenged and none of it is true. Stated that *What Are Your Words* is a sweet book, is appropriate for children, and there is no reason to restrict it.

Cynthia Weatherly – Covington, LA. Stated that this is a library, not a church. Asked when will the books be returned to the shelves. Stated she will sue the library and this is not fair that one person gets to decide what anyone else can read. Stated that Roland Gallatin requested anti-transgender books and the library was nice enough to purchase them. C. Weatherly submitted SOC's on each of the books R. Gallatin requested.

Gary Lacoste – Abita Springs, LA. Agreed with the earlier comments about the grammar in the book being confusing. Stated that the book has links to websites related to transgender and identity. Stated that he does not judge anyone and just wants to protect the children. Spoke of the *Bible* stating that God created man, a woman came from man, and mankind is all of us in general. Stated that homosexuality is clearly a sin in scripture. Spoke of Act 436 restricting many of these books automatically.

Blake Adair – Covington, LA. Stated that every child struggles on what to call things and the early years are critical to learning. Spoke of the issue being a simple classification and does not understand why this is such a big deal. Stated that it is important to establish the basis that children were born male or female. Stated this has nothing to do with LGBTQ issues. Stated that if we teach our children to be confused about who and what they are, the consequences will be dire. Quoted a *Bible* verse.

Jean Wiggan – Abita Springs, LA. Stated that she trusts the librarians and trusts parents to make their own decisions. Asked for the Board to not waste any more time on SOC's about the wrong book. Asked for the book to remain in the Children's Picture Book section.

Kevin Marino – Mandeville, LA. Noted that C. Phillips submitted the wrong information on the SOC, and he asked for it to be thrown out. Stated that gender and sexuality are two different subjects. Stated that gender is about he, she, and they. Stated that anyone would be offended

if they were “mis-pronounced” by someone. Explained that sexuality refers to one’s sexual orientation, such as homosexual, gay, lesbian, etc. Stated that people should live their own lives and parents can choose what their children read.

There were five comments from individuals who did not wish to speak. They were not in favor of restrictions.

A. Shaw asked about the age groups intended for juvenile books. K. LaRocca explained that the Juvenile collection serves ages 0 to 11 years old. Picture Books are meant for children who are not yet reading on their own and are to be read by a parent. They are shelved alphabetically by the author’s last name and located on easy-to-access shelving. Juvenile Non-fiction is meant for children up to 11 years old. They are shelved by the call number for a specific topic and are located on higher shelving. A. Shaw asked if there are restricted cards for Juvenile Non-fiction. K. LaRocca explained there is not a card level that restricts any particular item in the Juvenile collection.

B. McHugh stated that he sympathizes with the people who are questioning why we are considering this SOC since it is obviously based on an external source and not the submitter’s own experience. Noted that the Rules and Regulations Committee discussed sending back SOC’s that contain obvious, egregious errors with the opportunity for the submitter to correct the SOC. He stated that he wanted the public to know that they are discussing that at the committee meetings. Stated that he did not find any grammatical problems with the book and noted that the complaint was not about the grammar. Stated that no one is going to commit suicide over this book. Stated that it is a harmless, informative book and it is a parent’s choice to explain it to their children. Stated that it is neither the library’s nor the complainant’s choice.

J. Airey asked what topic would it be if it was moved to Juvenile Non-fiction. K. LaRocca stated that the committee discussed it being under basic topics such as parts of speech, pronouns, and adjectives. Another option is to put it under the Sociology call numbers (305-306) because it talks about gender. K. LaRocca noted that the committee felt that the book is more of a work of fiction rather than English learning. T. DiMaggio noted that the Library of Congress lists gender identity as the first subject heading, which is the method we usually follow when cataloging an item. Following that process would place the item under Sociology in the 300s. J. Airey stated that he did not see anything of concern in the pictures in the book. When he read the SOC he thought he was reading the wrong book because it referenced material and page numbers not in the book. He stated that if it were an item before a court, it would be rejected because the information is not correct. Stated that if there was a procedural rule for rejecting the book, he would be in favor of doing that. Acknowledged that he did not read the entire book.

A. Parr stated that it was a very enlightening exposure to pronouns and he learned something by reading it. Stated that the committee recommendation is appropriate.

Vote: A. Parr moved to affirm the committee’s recommendation for *What Are Your Words* to remain in the Picture Books section. It was seconded by B. McHugh.

Airey: Abstained Butler: Absent McHugh: Yes Parr: Yes Shaw: No Taylor: Yes
Motion carried.

B. McHugh commented that the Rules and Regulations Committee has discussed the notion of leaving books on the shelves while they are being challenged and he wanted those who have advocated for that to be aware that it is under discussion.

F. 2024 Budget

Public Hearing:

B. McHugh moved to open the public hearing. It was seconded by A. Parr. All were in favor, none were opposed, none abstained, and one was absent. Motion carried. J. Airey asked if there would be a quorum if he left the meeting, as he has a prior engagement to attend. B. Taylor confirmed that there will still be a quorum. J. Airey exited the meeting.

Public Comment: There was no public comment.

B. McHugh moved to close the public hearing. It was seconded by A. Shaw. All were in favor, none were opposed, none abstained, and one was absent. Motion carried.

Discussion:

K. LaRocca presented the 2024 budget. She referenced the 2024 budget explanation and spreadsheet. She noted a typo on one of the column headings that will be fixed. The first green column heading should read: “Amount Diff. between 2024 Proposed and 2023 Last Adopted Budget.” K. LaRocca reviewed each line of the budget and gave brief explanations for the budget amounts and changes.

K. LaRocca reported that the revenue is budgeted conservatively based on the estimated expected revenue numbers provided by the Assessor’s Office. In 2024, the St. Tammany Parish Library will operate on a revenue of \$12,438,788. The primary source of the library’s 2024 income will be a 5.78 mil property tax millage – 4.91 mils for operations and .87 mils for capital improvements to library buildings. The remaining three percent of the library’s income comes from state revenue sharing, fines and fees, interest, and donations. We expect to receive a little over \$200,000 more in Ad Valorem Taxes. State Revenue Sharing reflects the amount we received in 2023.

K. LaRocca stated that the economy continues to affect the availability of supplies. The strategic planning process has entered the implementation phase. The Technical Services move was

completed in 2023, but we now have Mandeville and Causeway branch updates and renovations on the horizon. Many of the increases and decreases in the individual budget lines will be due to the implications of these conditions.

Any unused money at the end of the year becomes Prior Years' Operating Revenue. The cash on hand after all bills were paid for December and the auditors made their adjustments in March 2023 was \$5,759,521. Based on the current 2023 budget, we will have \$598,412 unbudgeted savings on December 31, 2023, for a total of \$5,927,664. This figure is less than half of one year's operating revenue. These savings are dedicated to the following specific purposes: Operational reserves are needed to run the library until we receive our first significant portion of our millage from the Parish, disaster and emergency funds cover our insurance deductibles and any repairs and clean-up that may be needed in the event of a disaster, invoices leftover from the previous year, salaries from the last pay period of the year, the retirement payment for the 4th quarter, and furniture purchases for the Causeway, Mandeville, and Slidell branches.

This leaves a current Unassigned Savings of \$598,412. An increase in revenue of \$217,655 is forecasted due to an increase in Ad Valorem Taxes as part of average growth. An increase in expenditures of \$217,302 is predicted due to anticipated increased costs for employee salaries and increases in supply costs. Almost all the revenues were budgeted to be expended leaving only \$1,112 as a free balance. K. LaRocca presented a balanced operational budget for the 2024 year. Each library department was allocated the funds to enable their plans.

K. LaRocca noted that notice of the public hearing for the proposed 2024 budget was duly published in the St. Tammany Farmer newspaper on August 2nd, 9th, and 16th, 2023. A copy of the proposed budget was made available for public inspection at each library branch on and after August 2, 2023.

A. Shaw asked what is the amount left to pay for the consultants conducting the salary study. K. LaRocca explained that the study is expected to be completed by the end of 2023 and is not included in the 2024 budget. K. LaRocca clarified that the Consultants line has money in it for 2024 because it covers other services and expenses such as guest speakers for the Annual All Staff meeting, I.T. security consultants, and library consultants to help with the design and renovation of the Mandeville and Causeway branches. A. Shaw asked for clarification about the genealogy collection at the Slidell Branch and K. LaRocca clarified that it is being enhanced by our Genealogy Librarian. The library is planning to hire an additional Reference Librarian for the Slidell Branch who has Genealogy expertise.

K. LaRocca read the Fiscal Year 2024 Operational Budget Adoption Resolution aloud.

Vote: B. McHugh moved to approve the Fiscal Year 2024 Operational Budget Adoption Resolution. It was seconded by A. Parr. Roll call vote:

Airey: Absent Butler: Absent McHugh: Yes Parr: Yes Shaw: Yes Taylor: Yes

Motion carried.

G. Designation of Surplus Property

T. DiMaggio explained that Library Administration has two vehicles for official use. The Ford Explorer and the Ford Taurus are now 15 years old and are becoming unreliable. The Ford Explorer needs repairs that are estimated at over \$1,300.00. A resolution is required so the items can be sold at the Government Surplus auction on September 14, 2023, at ServCorp Auctions in Slidell, LA.

T. DiMaggio read the resolution aloud. A. Shaw asked how much money the auction will bring in and what percentage do we pay to the auction house. K. LaRocca stated that they do not provide an estimate, but last time we received approximately \$7,000 for a truck. A. Parr asked if the funds received will roll into the budget for the next vehicle. K. LaRocca explained that when the budget is amended in October, a revenue line for those funds will be included.

Public Comment: There was no public comment.

Discussion: There was no further discussion.

Vote: A. Parr moved to approve the resolution to declare certain movable property surplus and authorize its disposition. It was seconded by A. Shaw. Roll call vote:

Airey: Absent Butler: Absent McHugh: Yes Parr: Yes Shaw: Yes Taylor: Yes

Motion carried.

H. Designation of Capital Funds – Technical Services Elevator

K. LaRocca referenced the Library Capital Projects for Renovation and Preservation spreadsheet. The new Annex building will need an elevator to ease I.T. and Public Relations equipment moving from the first to the second floor. This will also provide overall ADA accessibility for the building. The architect for the building renovation and the Parish Engineering Dept. was able to give us a cost estimate. We had originally designated funding (\$120,000) thinking that we could use the remaining dollars from the renovation of the technical services renovation to fund the total cost of the elevator and construction (\$166,000). The original designation of \$120,000 was not presented to the Parish Council or included in our capital projects list after our October meeting last year. Rather than make an update to the old resolution, we will begin with a new resolution designating the total cost. The Board will need

to vote to include this in the capital projects list. K. LaRocca referenced the cost estimate from the Parish Engineering Office and read the resolution aloud.

Public Comment: There was no public comment.

Discussion: There was no further discussion.

Vote: A. Shaw moved to approve the resolution to Designate Capital Funds for the Technical Services/Maintenance Building Elevator. It was seconded by A. Parr. Roll call vote:

Airey: Absent Butler: Absent McHugh: Yes Parr: Yes Shaw: Yes Taylor: Yes

Motion carried.

I. Designation of Capital Funds – Outreach Services Facility

K. LaRocca referenced the Library Capital Projects for Renovation and Preservation spreadsheet and pictures and a floor plan of the facility.

K. LaRocca reported that one of the major directions to come out of the strategic planning process is the formation of an outreach service. In order to begin to offer this new service, space will be needed for specialty vehicles, a small collection, and staff. The unit directly next to our technical services building has come up for sale. It has the combination of warehouse and office space needed to accommodate outreach services. The address is 68361 S. Commercial Way Unit 4, Mandeville, LA 70471. The list price is \$315,000. We would be offering the list price contingent upon the appraisal. K. LaRocca noted that the library spent approximately \$13,000 for appraisal, inspections, and closing costs two years ago to purchase the Technical Services facility. To ensure we have allocated the necessary funds to cover these costs, she suggests we add \$15,000 to the budget. Should the Board decide to purchase the property, the total funds allocated would be \$330,000. The location is turn-key requiring no renovation in order to use the space. Our Maintenance Department can add additional air conditioning to the warehouse for less than \$5,000 which could come from our operational budget. A chair lift would also need to be installed.

K. LaRocca explained that over the years, the library has offered limited outreach services. During the strategic plan focus groups, many people requested that we bring resources to places we do not currently serve and to have physical library service brought out into the community. K. LaRocca spoke of reaching rural areas of the community that do not have library facilities nearby. K. LaRocca mentioned outreach options such as mail order, vending machines, a bookmobile, and book vans. K. LaRocca described outreach services as a branch on wheels.

K. LaRocca read the resolution aloud.

Public Comment: There was no public comment.

Discussion:

A. Parr asked if there is an action plan being developed to make use of the space. K. LaRocca stated that there are committees that have been meeting to work on the goals of the strategic plan. Two staff members are going to the Association of Bookmobile and Outreach Services conference in October. Stated that an action committee or a task force will be formed just for that purpose. A. Parr asked if there is more information on the realtor and the promissory notice. K. LaRocca briefly explained the process from last time that included working with someone at the District Attorney's Office who drafted an intent to purchase type of document. She noted that it takes a significant amount of time to get from the point of designating funds to the act of sale. For example, money was designated in October 2021 and the sale was complete in March 2022.

B. McHugh stated that it is a unique opportunity, good timing, and the building is well-maintained. A. Parr stated that it is a good investment for the library.

Vote: A. Parr moved to approve the resolution to purchase 68361 S. Commercial Way Unit 4. It was seconded by A. Shaw. Roll call vote:

Airey: Absent Butler: Absent McHugh: Yes Parr: Yes Shaw: Yes Taylor: Yes

Motion carried.

4. Adjournment

There being no further business, a motion to adjourn was made by B. McHugh and was seconded by A. Shaw. All were in favor, none were opposed, none abstained, and two were absent. The motion carried.

Rebecca Taylor, Board President

St. Tammany Parish Library
Board of Control Meeting
September 28, 2023
St. Tammany Parish Council Chambers
21490 Koop Dr.,
Mandeville, LA 70471
10:00 A.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, Bill McHugh, Becky Taylor

Absent: Anthony Parr, Ann Shaw

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

B. Taylor explained that the meeting would be abbreviated, as board member Jake Airey had to leave by 11:00 a.m. B. Taylor suggested reordering the agenda to ensure that important items that require votes are addressed. The suggested new order of agenda items: 1. Act 436, 2. Statement of Concern Decision – *A Court of Thorns and Roses*, 3. Statement of Concern – *The Deep and Dark Blue*, 4. Health Insurance Update, 5. Financial Reports, 6. Approval of the minutes from the meetings held on July 13, 2023 and August 21, 2023, and 7. Director's Report.

B. McHugh moved to reorder the agenda items. It was seconded by J. Airey. All were in favor, none were opposed, and two were absent. Motion carried.

1. Act 436 – Card System Update and Adoption

K. LaRocca explained that due to Act 436, the library formalized the card system for Board adoption. K. LaRocca reviewed changes and modifications that were made to comply exactly with Act 436. Under *Section 209. Limits of Library Use*, the following was added: "All items must be checked out on a library card in order to be used outside of the library buildings." The ages of minor children with a library card were specified as ages 5-17 years old.

K. LaRocca reviewed the card types by order of most restrictive to least restrictive. The card types are Juvenile Full Restriction Card without Digital Resource Access, Juvenile Full Restriction Card with Digital Resource Access, Juvenile Semi Restriction Card without Digital Resource Access, Juvenile Semi Restriction Card with Digital Resource Access, Juvenile Card, and Juvenile Unrestricted Card. These options expand on the card types that the library has had in place since November 2022. K. LaRocca clarified that Act 436 was enacted as LA R.S. 25:225 and is noted as such in the card type descriptions.

K. LaRocca stated that the only title that will need to be moved due to the restrictions under the Juvenile Full Restriction Card without Digital Resource Access card type is *Sex Is a Funny Word* because of the textual descriptions of masturbation.

K. LaRocca explained that due to the restrictions of the Juvenile Semi Restriction Card without Digital Resource Access card type, we will need to move Young Adult (YA) Non-Fiction from the Adult section to the YA section. K. LaRocca clarified that nothing qualifying as sexually explicit as defined by LA R.S. 25:225 will be moved to the YA section.

K. LaRocca noted that the Juvenile Card and the Juvenile Unrestricted Card have the least amount of restrictions. Because of this, it is specified that the Adult collections may contain material that has been deemed sexually explicit by the Library Board of Control as defined by LA R.S. 25:225. It is also specified that the Adult collections may contain material that could be considered sexually explicit as defined by LA R.S. 25:225.

K. LaRocca noted that there are other updates that will have to be made to comply with Act 436, such as updating the Collection Development Policy. The first step is for the Board to officially adopt the card system.

B. McHugh asked what the difference is between a Juvenile Unrestricted card and an Adult card. K. LaRocca explained that the only difference is that an adult has to choose the Juvenile Unrestricted card type for their minor child. An Adult card is automatically given to a person 18 years of age or older.

Public Comment:

Sonnet Ireland – Slidell, LA. Stated that the card system update is a good solution for Act 436. Acknowledged that there are lots of moving parts to the process and she appreciates the amount of work and thought that has gone into implementing the changes.

Discussion:

B. McHugh suggested an amendment to the document on page 1. Asked for the words “and responsibility” to be added to the sentence so that it reads “Parents have the right and responsibility to guide and direct the reading, listening, and viewing choices of their minor children.”

J. Airey asked E. Couvillon her legal opinion on the changes. E. Couvillon stated that she has been working with K. LaRocca on interpreting Act 436, as well as reviewing Attorney General Jeff Landry’s interpretation of the Act. E. Couvillon believes the card system updates comply with Act 436.

Vote: B. McHugh moved to adopt the Card System Update as amended. It was seconded by C. Butler. All were in favor, none were opposed, and two were absent. Motion carried.

2. Statement of Concern Decision – *A Court of Thorns and Roses*

K. LaRocca presented the Statement of Concern (SOC) for the book *A Court of Thorns and Roses* by Sarah Maas. The statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project. K. LaRocca read the statement aloud.

The recommended action by C. Phillips is: “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.”

Reason given: “Content violates the state obscenity statutes [sic], 2021 Louisiana Laws, Revised Statutes, Title 14 - Criminal Law. Summary of Concerns: This book contains graphic violence; explicit sexual nudity; obscene sexual activities; and mild profanity.”

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of print copies STPL owns (4), total circulation on all print copies (212), total circulation on all E-books (375), total circulation on all E-audiobooks (523), comparable library system statistics, reviews by *Publishers Weekly*, *Kirkus Reviews*, *School Library Journal*, *Booklist*, *Bulletin of the Center for Children’s Books*, and *Hornbook Guide to Children*. Also noted are awards and lists featuring this title. A total of 3,011 public libraries across the nation own copies of the book. The title is shelved in the Adult Fiction section of the library with Fic Maas as the call number.

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.

Since the complainant cites the 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 LA 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.

Summary of Committee Report: The book does not primarily consist of or is primarily devoted to the description of the sexual conduct outlined in LA R.S. 14:91.11. The sexual conduct is a small part of the story and mirrors the emotional connection between the characters. The language used to describe sexual conduct is not explicit. Euphemisms are used and the language is more flowery than erotic.

After the committee meeting, this title was also reviewed by Library Administration in light of Act 436. Although there is sexual conduct described in the book, because the item was originally located in the Adult section of the library, the library's card system allows parents to choose whether their minor child can check out this book. Library Administration sees no conflict with its original location and the new law.

Options for the Board: Return the book to the Adult Fiction section, keep the book behind the circulation desk, or remove the book from the library.

Committee Recommendation: The committee believes that the book is not harmful to minors and does not violate LA R.S. 14:91.11, and should remain in the Adult Fiction section.

Public Comment:

Rachel Rhodes – Defended the book and stated that it is an adult fantasy novel, not a children's book. Stated that the book has a dark theme, but it teaches girls not to justify or rationalize abuse. Spoke of fairy tales having dark themes and how those stories teach lessons about survival. Asked for the book to remain in the library.

Joan Simon – Covington, LA. Stated that there are lessons to be learned from the book and that if it were a movie it would likely be PG-13. Spoke of the lesson that bad boys should not be glorified. Stated that sex is mentioned, but it is not pornographic or explicit. Asked for the book to remain in the library.

Gary Lacoste – Abita Springs, LA. Asked for clarification on whether or not currently challenged books and newly purchased books will automatically be moved to the Adult section if they contain content that violates Act 436. K. LaRocca explained that new items added to the collection fall under the Collection Development Policy, which is a separate policy that the Board will need to adopt to comply with Act 436. K. LaRocca explained that the SOCs for the books that are currently challenged cite LA R.S. 14:91.11 as a concern, not Act 436, therefore

the Board will still review and decide on those titles. K. LaRocca reiterated that the only book they have identified that needs to be moved to the Adult section that was previously challenged is *Sex Is a Funny Word*. G. Lacoste noted that the board meeting was rescheduled for during the day and he hopes that was not done with the intent to reduce the number of people in attendance. B. Taylor explained that a quorum of four or more members of the Library Board of Control is required to hold a meeting where library business is being voted upon. J. Airey stated that he had to work the night of the originally scheduled meeting and could not attend.

Rebecca Bohm – Mandeville, LA. Stated that the book is in the Adult section and cannot be checked out without parental consent. Stated that so far there has been a burning sign on someone's private property in Abita Springs and someone from the Accountability Group ambushed someone on Highway 59 outside of a Parish Council meeting. Stated that the Board needs to stop appeasing them and their invalid complaints.

Lisa Rustemeyer – Covington, LA. Stated she did not read the book, but noted that the complainant cited only a few pages as objectionable in a 450-page book. Spoke of the 200+ other patrons who have checked out the book without a complaint. Stated that it is a best-seller and in the Adult section. Asked for the book to remain in the library.

Discussion:

B. Taylor stated that the book does not violate LA R.S. 14:91.11. Stated she is in favor of the book remaining in the Adult collection. B. McHugh stated that the book is an allegorical fantasy and explores what it is like to develop an understanding of someone we once feared because we knew nothing about them other than what we have been told by others.

Vote: B. McHugh moved to affirm the committee's recommendation for *A Court of Thorns and Roses* to remain in the Adult Fiction section. It was seconded by C. Butler. All were in favor, none were opposed, and two were absent. Motion carried.

3. Statement of Concern Decision – *The Deep and Dark Blue*

K. LaRocca presented the Statement of Concern for the book *The Deep and Dark Blue* by Niki Smith. The statement was submitted by Connie Phillips, representing the St. Tammany Parish Library Accountability Project. K. LaRocca read the statement aloud.

The recommended action by C. Phillips is: "Move to minor restricted area of the library. Where kids cannot have access without an adult checking out the material. This book should be

shelved in the adult section of the library and identified as an Adult Book not a Young Adult of Juvenile [sic] Book.”

Reason given: “Not suitable for children in St. Tammany Parish See La. R.S. 14:91:11 [sic]. The material is offensive to the average adult applying contemporary community standard. This is a typical book from the ALA grooming agenda causing 12 year old children to question their gender.” Cited excerpts from the book.

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of print copies STPL owns (2), total circulation on all print copies (17), comparable library system statistics, reviews by *Booklist*, *School Library Journal*, and *Bulletin of the Center for Children’s Books*. This title was a Lambda Literary Award finalist. A total of 733 public libraries across the nation own copies of the book. The title is shelved in the Juvenile Graphic Novels section at STPL with J GN Smit as the call number.

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.

Since the complainant cites the 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 LA 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.

Summary of Committee Report: This title was purchased in response to a patron request. The book contains no sex acts or sexual conduct in text or illustrations. There is no discussion of sex or sexuality in the book. The book contains mild violence that is implied but not shown. The treatment of gender identity is age-appropriate and there is no mention of romance, sexual identity, or sexual activity. The book has artistic value as an excellent example of a graphic novel for middle grade readers.

After the committee meeting, this title was also reviewed by Library Administration in light of Act 436. There is no sexual conduct described in the book. Library Administration sees no conflict with its original location and the new law.

Options for the Board: Return the book to Juvenile Graphic Novels, move the book to Young Adult Graphic Novels, move the book to Adult Non-fiction under the graphic novel call number, continue to shelve the book behind the circulation desk, or remove it from the library.

Committee Recommendation: Book should remain in the collection and is appropriate in its current location in Juvenile Graphic Novels. The main characters are not yet teens and the style and content of the book are aimed at middle grade readers, grades 4-6.

Public Comment:

Rachel Rhodes – Gave a brief summary of the novel. Stated there is controversy about the book because it is about a young trans girl coming out. Stated there is nothing sexual or pornographic in the book. Stated it is an attempt to remove LGBTQ+ books from the shelves. Asked for the book to remain on the shelves, not in a restricted area.

Gary Lacoste – Abita Springs, LA. Agreed that there is no sex in the book. Stated that the concern is that the topic of defining one’s identity is confusing for really young children. Stated he does not see the book as harmful, but he hopes the Board will look at the book from a moral standpoint. Stated he does not want kids exposed to gender-leading books.

Lisa Rustemeyer – Covington, LA. Gave a brief summary of the novel. Stated there is no sexually explicit material in the book. Stated that 1% of the population is transgender and there are approximately 217 titles that represent that population. That is less than .04% of the library collection. Spoke of a recent protest at the Covington Branch where a man held a sign that said, “Error has no rights, only truth has rights.” Stated that demonstrates the intent to remove rights from people they see as “other.”

Discussion:

B. McHugh stated that it is a strange book, but is interesting and completely harmless. Stated it is cataloged in the appropriate age group in the collection.

Vote: B. McHugh moved to affirm the committee’s decision for *The Deep and Dark Blue* to remain in the Juvenile Graphic Novels section. It was seconded by C. Butler. All were in favor, none were opposed, and two were absent. Motion carried.

4. Health Insurance Update and Reinsurance Contract for 2024 – Leon Golemi

Leon Golemi, the library’s benefit consultant, reviewed the health insurance update and reinsurance contract for 2024. L. Golemi reported that the health insurance benefits for library employees will not change for 2024. Employee contributions to the health plan will also remain the same. L. Golemi reviewed the reinsurance spreadsheet which showed details for the years 2020 through 2023 and contractual options for 2024. L. Golemi recommends selecting Zurich as the reinsurance carrier for 2024, as it is the best option for the library, the health plan, and the employees plus their dependants.

Public Comment: There was no public comment.

Vote: B. McHugh moved to accept L. Golemi's recommendation to select Zurich as the library's reinsurance carrier for the health plan. It was seconded by C. Butler. All were in favor, none were opposed, and two were absent. Motion carried.

J. Airey exited the meeting at this time. As a result, there was no longer a quorum, and no further votes could be taken. The board meeting ended as per Louisiana's Open Meetings Law.

Voting on the minutes and the financial reports will be added to the next regular meeting of the Library Board of Control. K. LaRocca presented the Director's Report, as no voting was required.

Rebecca Taylor, Board President

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

ASSETS

Current Assets		
Cash	\$	9,741,365.01
Cash - Health Claims		(3,006.22)
Due from Paylocity		0.00
Due from Employee		56.04
Returned Checks		24.10
Ad Valorem Receivable - 2021		0.00
Ad Valorem Receivable - 2022		17,600.86
Ad Valorem Receivable - 2020		7,729,333.36
Due from State of Louisiana		152,993.30
Prepaid Expenses		0.00
		<hr/>
Total Current Assets		17,638,366.45
 Other Assets		
Deposits		1,981.00
		<hr/>
Total Other Assets		1,981.00
		<hr/>
Total Assets	\$	17,640,347.45
		<hr/> <hr/>

LIABILITIES AND FUND BALANCE

Current Liabilities		
Accounts Payable	\$	1,028.24
Accrued Expenses		32,787.00
Accrued Salaries		189,735.09
Deferred Inflows - Ad Valorem		167,512.00
Elective Benefits Payable		(1,593.40)
Retirement Payable		174,492.28
Health Claims Payable		255,932.55
Due to Employee		219.82
		<hr/>
Total Current Liabilities		820,113.58
 Fund Balance		
Fund Balance		16,820,233.87
		<hr/>
Total Fund Balance		16,820,233.87
		<hr/>
Total Liabilities & Fund Balance	\$	17,640,347.45
		<hr/> <hr/>

**St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the Eight Months Ending August 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	\$ 7,729,333.36	11,644,000.00	3,914,666.64	66.38
State Revenue Sharing	21,052.33	168,418.64	258,515.00	90,096.36	65.15
Fines/Fees	7,023.78	52,110.48	72,500.00	20,389.52	71.88
Interest Income	16,681.84	131,510.31	194,000.00	62,489.69	67.79
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	388.72	14,945.56	50,000.00	35,054.44	29.89
Summer Reading Shirt Sales	0.00	2,118.98	2,118.00	(0.98)	100.05
Total Revenues	1,011,313.34	8,098,437.33	12,221,133.00	4,122,695.67	66.27
Expenditures					
Library Administration	614,930.12	3,635,728.13	5,555,000.00	1,919,271.87	65.45
Employee Benefits	169,879.77	1,424,975.89	2,120,600.00	695,624.11	67.20
Advertising, Dues & Subscriptio	1,848.34	29,587.18	53,000.00	23,412.82	55.82
Signage	0.00	320.41	1,000.00	679.59	32.04
Printing, Duplicating & Bindin	357.00	12,718.24	22,000.00	9,281.76	57.81
Promotional Production	2,139.52	6,555.16	10,000.00	3,444.84	65.55
Utilities	31,507.64	224,365.81	329,010.00	104,644.19	68.19
Communications	9,660.86	94,023.49	150,300.00	56,276.51	62.56
Leases	24,489.08	221,375.20	311,500.00	90,124.80	71.07
Maintenance of Property & Equi	31,192.62	449,912.80	608,750.00	158,837.20	73.91
Maintenance Services (Building	20,196.03	174,061.43	269,405.00	95,343.57	64.61
Professional Services	19,077.58	229,306.14	294,925.00	65,618.86	77.75
Insurance and Claims	1,940.00	230,646.86	231,626.00	979.14	99.58
Operating Supplies	10,863.21	121,574.22	179,000.00	57,425.78	67.92
Travel & Continuing Education	2,647.69	36,442.68	75,000.00	38,557.32	48.59
Public Relations/Programming	3,009.71	75,281.98	116,400.00	41,118.02	64.68
Capital Outlay-Non-Book Acq.	36,419.51	251,202.19	432,258.00	181,055.81	58.11
Capital Outlay-library Res. Ac	175,923.63	925,969.81	1,459,800.00	533,830.19	63.43
Capital Expenditures - Cameras	0.00	0.00	800.00	800.00	0.00
Total Expenditures	1,156,082.31	8,144,047.62	12,220,374.00	4,076,326.38	66.64
Excess of Revenues/(Expenditur	\$ (144,768.97)	\$ (45,610.29)	759.00	46,369.29	(6,009.26)

**St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Eight Months Ending August 31, 2023**

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Beginning Fund Balance	\$	16,865,844.16
Net Income		(45,610.29)
Ending Fund Balance	\$	<u>16,820,233.87</u>

SUPPLEMENTAL INFORMATION

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**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 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	\$ 614,930.12	\$ 3,635,728.13	\$ 5,555,000.00	1,919,271.87	65.45
Total	\$ 614,930.12	\$ 3,635,728.13	\$ 5,555,000.00	1,919,271.87	65.45
Employee Benefits					
FICA/ Supplemental Retirement	\$ 14,221.94	\$ 82,706.18	\$ 113,600.00	30,893.82	72.80
Retirement Contributions	57,058.25	353,515.84	516,000.00	162,484.16	68.51
Health Insurance Expense	28,646.21	249,147.50	460,000.00	210,852.50	54.16
Health Trust	69,953.37	727,735.12	1,018,000.00	290,264.88	71.49
Worker's Compensation Expense	0.00	11,871.25	12,000.00	128.75	98.93
Employee Miscellaneous	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 169,879.77	\$ 1,424,975.89	\$ 2,120,600.00	695,624.11	67.20
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ 1,848.34	\$ 7,975.69	\$ 14,000.00	6,024.31	56.97
Membership Dues	0.00	1,850.00	7,500.00	5,650.00	24.67
Advertising	0.00	19,761.49	31,500.00	11,738.51	62.73
Total	\$ 1,848.34	\$ 29,587.18	\$ 53,000.00	23,412.82	55.82
Signage					
Signage	\$ 0.00	\$ 320.41	\$ 1,000.00	679.59	32.04
Total	\$ 0.00	\$ 320.41	\$ 1,000.00	679.59	32.04
Printing, Duplicating & Binding					
Printing	\$ 357.00	\$ 9,639.19	\$ 12,000.00	2,360.81	80.33
Book Binding	0.00	0.00	5,000.00	5,000.00	0.00
Patron Cards	0.00	3,079.05	5,000.00	1,920.95	61.58
Total	\$ 357.00	\$ 12,718.24	\$ 22,000.00	9,281.76	57.81
Promotional Production					
Promotional Production	\$ 2,139.52	\$ 6,555.16	\$ 10,000.00	3,444.84	65.55
Total	\$ 2,139.52	\$ 6,555.16	\$ 10,000.00	3,444.84	65.55

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St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 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	\$ 28,106.53	\$ 191,100.51	\$ 284,000.00	92,899.49	67.29
Gas	93.60	1,872.42	3,250.00	1,377.58	57.61
Water	3,307.51	31,392.88	41,760.00	10,367.12	75.17
Total	\$ 31,507.64	\$ 224,365.81	\$ 329,010.00	104,644.19	68.19
Communications					
Postage	\$ 0.00	\$ 9,397.79	\$ 15,800.00	6,402.21	59.48
Voice Line	7,074.22	52,626.44	83,500.00	30,873.56	63.03
Data Lines (Internet)	2,445.00	31,568.59	50,000.00	18,431.41	63.14
Courier/Shipping	141.64	430.67	1,000.00	569.33	43.07
Total	\$ 9,660.86	\$ 94,023.49	\$ 150,300.00	56,276.51	62.56
Leases					
Building Lease Expense	\$ 24,489.08	\$ 218,481.32	\$ 303,000.00	84,518.68	72.11
Equipment Lease Expense	0.00	2,893.88	6,000.00	3,106.12	48.23
Vehicle Lease Expense	0.00	0.00	2,500.00	2,500.00	0.00
Total	\$ 24,489.08	\$ 221,375.20	\$ 311,500.00	90,124.80	71.07
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 18,089.80	\$ 141,906.17	\$ 212,000.00	70,093.83	66.94
Grounds/Lawn Maintenance	6,873.00	56,049.00	85,000.00	28,951.00	65.94
Maintenance Supplies	370.49	7,468.25	9,000.00	1,531.75	82.98
Fuel & Lube	3,510.57	22,799.98	40,000.00	17,200.02	57.00
Vehicle Repairs	2,204.24	7,352.80	10,000.00	2,647.20	73.53
Small Tools	0.00	2,012.34	3,000.00	987.66	67.08
Office Machine & Equip Repair	0.00	504.92	1,000.00	495.08	50.49
Network Utility Software	124.26	124,076.58	157,250.00	33,173.42	78.90
Automation System Maintenance	20.26	29,232.15	29,500.00	267.85	99.09
Polaris Maintenance	0.00	53,635.61	54,000.00	364.39	99.33
PC Network Maintenance & Repai	0.00	4,875.00	8,000.00	3,125.00	60.94
Total	\$ 31,192.62	\$ 449,912.80	\$ 608,750.00	158,837.20	73.91
Maintenance of Services (Buildings)					
Physical Plant	\$ 12,647.82	\$ 105,857.71	\$ 150,000.00	44,142.29	70.57
Plumbing, Heating and AC	2,057.72	43,822.86	66,500.00	22,677.14	65.90
Electrical	1,520.34	9,663.99	13,000.00	3,336.01	74.34
Sanitation	1,170.15	6,481.87	11,000.00	4,518.13	58.93
Pest Control	530.00	4,915.00	7,350.00	2,435.00	66.87

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**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 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	2,270.00	2,270.00	4,555.00	2,285.00	49.84
Carpet Cleaning	0.00	1,050.00	17,000.00	15,950.00	6.18
Total	\$ 20,196.03	\$ 174,061.43	\$ 269,405.00	95,343.57	64.61
Professional Services					
Payroll Service Fees	\$ 3,048.91	\$ 24,738.16	\$ 34,100.00	9,361.84	72.55
Legal	0.00	11,524.20	15,000.00	3,475.80	76.83
Financial	0.00	42,438.94	40,000.00	(2,438.94)	106.10
Consultants	14,971.87	50,660.07	90,000.00	39,339.93	56.29
Security	1,056.80	7,485.54	10,000.00	2,514.46	74.86
Web Design Consultant	0.00	82,789.97	89,825.00	7,035.03	92.17
Movers	0.00	9,669.26	16,000.00	6,330.74	60.43
Total	\$ 19,077.58	\$ 229,306.14	\$ 294,925.00	65,618.86	77.75
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 145,151.86	\$ 145,500.00	348.14	99.76
Flood Insurance	0.00	25,916.00	26,000.00	84.00	99.68
Vehicle Insurance	0.00	32,538.36	32,950.00	411.64	98.75
LBOC Liability	1,940.00	1,940.00	2,076.00	136.00	93.45
General Liability	0.00	25,100.64	25,100.00	(0.64)	100.00
Total	\$ 1,940.00	\$ 230,646.86	\$ 231,626.00	979.14	99.58
Operating Supplies					
Office Supplies	\$ 2,101.68	\$ 21,343.59	\$ 33,000.00	11,656.41	64.68
Bank Service Charges	1,246.07	10,502.28	16,000.00	5,497.72	65.64
Book Preparation Supplies	4,388.05	29,203.86	47,000.00	17,796.14	62.14
Computer/Printer Supplies	2,227.89	54,274.96	75,000.00	20,725.04	72.37
Programming Supplies	899.52	6,249.53	8,000.00	1,750.47	78.12
Total	\$ 10,863.21	\$ 121,574.22	\$ 179,000.00	57,425.78	67.92
Travel and Continuing Education					
Staff Travel - Local	\$ 748.11	\$ 8,780.03	\$ 22,000.00	13,219.97	39.91
Library In-service Training	600.00	1,493.93	9,000.00	7,506.07	16.60
Conventions & Seminars	1,299.58	26,168.72	44,000.00	17,831.28	59.47
Total	\$ 2,647.69	\$ 36,442.68	\$ 75,000.00	38,557.32	48.59
Public Relations/Programming					

**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 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	\$ 59.62	\$ 26,223.37	\$ 45,000.00	18,776.63	58.27
Summer Reading T-shirts	0.00	6,575.59	6,600.00	24.41	99.63
Adult Programming	2,783.27	26,479.55	36,000.00	9,520.45	73.55
Young Adult Programming	166.82	10,110.32	15,000.00	4,889.68	67.40
Juvenile Programming	0.00	4,545.23	12,000.00	7,454.77	37.88
LEH Grant	0.00	1,347.92	1,800.00	452.08	74.88
Total	\$ 3,009.71	\$ 75,281.98	\$ 116,400.00	41,118.02	64.68
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 3,480.00	\$ 17,140.00	\$ 33,000.00	15,860.00	51.94
Imp Phys Plant	0.00	18,300.00	90,000.00	71,700.00	20.33
Vehicles	0.00	9,602.75	63,758.00	54,155.25	15.06
Office Equip, Furn & Shelving	5,423.00	44,001.75	78,000.00	33,998.25	56.41
PC Network	16,408.06	151,049.24	156,000.00	4,950.76	96.83
Integrated Lib Automation Sys	11,108.45	11,108.45	11,500.00	391.55	96.60
Total	\$ 36,419.51	\$ 251,202.19	\$ 432,258.00	181,055.81	58.11
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 46,102.19	\$ 133,453.92	\$ 205,000.00	71,546.08	65.10
Lease/Purchase Books	0.00	18,203.89	18,400.00	196.11	98.93
Juvenile Books	4,717.02	33,196.48	105,000.00	71,803.52	31.62
Young Adults	3,444.01	7,905.07	15,000.00	7,094.93	52.70
Music Recordings	255.14	1,505.53	2,800.00	1,294.47	53.77
Adult Reference	13,732.10	52,235.37	111,000.00	58,764.63	47.06
Juvenile Reference	0.00	2,366.30	45,000.00	42,633.70	5.26
Periodicals	0.00	46,663.78	52,000.00	5,336.22	89.74
Audio Recordings	2,329.44	7,791.10	10,100.00	2,308.90	77.14
Video Recordings	8,174.37	29,628.46	69,000.00	39,371.54	42.94
Genealogy	8.26	1,411.84	5,000.00	3,588.16	28.24
Microfilm	0.00	5,867.00	10,000.00	4,133.00	58.67
Downloadable Media	60,997.10	300,005.61	415,000.00	114,994.39	72.29
CD/Software	2,895.00	58,432.70	75,500.00	17,067.30	77.39
Internet Database Subscription	33,269.00	227,302.76	321,000.00	93,697.24	70.81
Total	\$ 175,923.63	\$ 925,969.81	\$ 1,459,800.00	533,830.19	63.43
Capital Expenditures					
Capital Expenditures - Cameras	\$ 0.00	\$ 0.00	\$ 800.00	800.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 800.00	800.00	0.00

St. Tammany Parish Library - General Fund
Balance Sheet
September 30, 2023

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ASSETS

Current Assets

Cash	\$	8,768,342.28
Cash - Health Claims		(47,293.55)
Due from Paylocity		0.00
Due from Employee		56.04
Returned Checks		24.10
Ad Valorem Receivable - 2021		0.00
Ad Valorem Receivable - 2022		17,600.86
Ad Valorem Receivable - 2023		8,695,500.03
Due from State of Louisiana		174,045.63
Prepaid Expenses		0.00

Total Current Assets 17,608,275.39

Other Assets

Deposits		1,981.00
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Total Other Assets 1,981.00

Total Assets \$ 17,610,256.39

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts Payable	\$	(584.48)
Accrued Expenses		32,787.00
Accrued Salaries		189,735.09
Deferred Inflows - Ad Valorem		167,512.00
Elective Benefits Payable		(1,804.32)
Retirement Payable		240,393.26
Health Claims Payable		255,932.55
Due to Employee		391.58

Total Current Liabilities 884,362.68

Fund Balance

Fund Balance		16,725,893.71
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Total Fund Balance 16,725,893.71

Total Liabilities & Fund Balance \$ 17,610,256.39

St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the Nine Months Ending September 30, 2023

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	<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	\$ 8,695,500.03	11,644,000.00	2,948,499.97	74.68
State Revenue Sharing	21,052.33	189,470.97	258,515.00	69,044.03	73.29
Fines/Fees	5,905.33	58,015.81	72,500.00	14,484.19	80.02
Interest Income	15,375.21	146,885.52	194,000.00	47,114.48	75.71
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	399.45	15,345.01	50,000.00	34,654.99	30.69
Summer Reading Shirt Sales	0.00	2,118.98	2,118.00	(0.98)	100.05
Total Revenues	1,008,898.99	9,107,336.32	12,221,133.00	3,113,796.68	74.52
Expenditures					
Library Administration	407,648.39	4,043,376.52	5,555,000.00	1,511,623.48	72.79
Employee Benefits	366,420.77	1,791,396.66	2,120,600.00	329,203.34	84.48
Advertising,Dues & Subscriptio	4,273.98	33,861.16	53,000.00	19,138.84	63.89
Signage	127.21	447.62	1,000.00	552.38	44.76
Printing, Duplicating & Bindin	50.00	12,768.24	22,000.00	9,231.76	58.04
Promotional Production	1,105.22	7,660.38	10,000.00	2,339.62	76.60
Utilities	28,769.06	253,134.87	329,010.00	75,875.13	76.94
Communications	7,924.72	101,948.21	150,300.00	48,351.79	67.83
Leases	24,503.08	245,878.28	311,500.00	65,621.72	78.93
Maintenance of Property & Equi	30,820.43	480,733.23	608,750.00	128,016.77	78.97
Maintenance Services (Building	33,968.44	208,029.87	269,405.00	61,375.13	77.22
Professional Services	23,444.34	252,750.48	294,925.00	42,174.52	85.70
Insurance and Claims	0.00	230,646.86	231,626.00	979.14	99.58
Operating Supplies	14,547.28	136,121.50	179,000.00	42,878.50	76.05
Travel & Continuing Education	4,428.58	40,871.26	75,000.00	34,128.74	54.50
Public Relations/Programming	6,357.28	81,639.26	116,400.00	34,760.74	70.14
Capital Outlay-Non-Book Acq.	6,718.68	257,920.87	432,258.00	174,337.13	59.67
Capital Outlay-library Res. Ac	142,131.69	1,068,101.50	1,459,800.00	391,698.50	73.17
Capital Expenditures - Cameras	0.00	0.00	800.00	800.00	0.00
Total Expenditures	1,103,239.15	9,247,286.77	12,220,374.00	2,973,087.23	75.67
Excess of Revenues/(Expenditur	\$ (94,340.16)	\$ (139,950.45)	759.00	140,709.45	(18,438.79)

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St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Nine Months Ending September 30, 2023

Beginning Fund Balance	\$	16,865,844.16
Net Income		(139,950.45)
Ending Fund Balance	\$	<u>16,725,893.71</u>

SUPPLEMENTAL INFORMATION

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Nine Months Ending September 30, 2023

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	<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	\$ 407,648.39	\$ 4,043,376.52	\$ 5,555,000.00	1,511,623.48	72.79
Total	\$ 407,648.39	\$ 4,043,376.52	\$ 5,555,000.00	1,511,623.48	72.79
Employee Benefits					
FICA/ Supplemental Retirement	\$ 9,202.21	\$ 91,908.39	\$ 113,600.00	21,691.61	80.91
Retirement Contributions	39,056.08	392,571.92	516,000.00	123,428.08	76.08
Health Insurance Expense	32,693.54	281,841.04	460,000.00	178,158.96	61.27
Health Trust	285,468.94	1,013,204.06	1,018,000.00	4,795.94	99.53
Worker's Compensation Expense	0.00	11,871.25	12,000.00	128.75	98.93
Employee Miscellaneous	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 366,420.77	\$ 1,791,396.66	\$ 2,120,600.00	329,203.34	84.48
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ 3,183.98	\$ 11,159.67	\$ 14,000.00	2,840.33	79.71
Membership Dues	140.00	1,990.00	7,500.00	5,510.00	26.53
Advertising	950.00	20,711.49	31,500.00	10,788.51	65.75
Total	\$ 4,273.98	\$ 33,861.16	\$ 53,000.00	19,138.84	63.89
Signage					
Signage	\$ 127.21	\$ 447.62	\$ 1,000.00	552.38	44.76
Total	\$ 127.21	\$ 447.62	\$ 1,000.00	552.38	44.76
Printing, Duplicating & Binding					
Printing	\$ 50.00	\$ 9,689.19	\$ 12,000.00	2,310.81	80.74
Book Binding	0.00	0.00	5,000.00	5,000.00	0.00
Patron Cards	0.00	3,079.05	5,000.00	1,920.95	61.58
Total	\$ 50.00	\$ 12,768.24	\$ 22,000.00	9,231.76	58.04
Promotional Production					
Promotional Production	\$ 1,105.22	\$ 7,660.38	\$ 10,000.00	2,339.62	76.60
Total	\$ 1,105.22	\$ 7,660.38	\$ 10,000.00	2,339.62	76.60

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St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Nine Months Ending September 30, 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	\$ 24,870.98	\$ 215,971.49	\$ 284,000.00	68,028.51	76.05
Gas	92.76	1,965.18	3,250.00	1,284.82	60.47
Water	3,805.32	35,198.20	41,760.00	6,561.80	84.29
Total	\$ 28,769.06	\$ 253,134.87	\$ 329,010.00	75,875.13	76.94
Communications					
Postage	\$ 9.65	\$ 9,407.44	\$ 15,800.00	6,392.56	59.54
Voice Line	5,455.46	58,081.90	83,500.00	25,418.10	69.56
Data Lines (Internet)	2,445.00	34,013.59	50,000.00	15,986.41	68.03
Courier/Shipping	14.61	445.28	1,000.00	554.72	44.53
Total	\$ 7,924.72	\$ 101,948.21	\$ 150,300.00	48,351.79	67.83
Leases					
Building Lease Expense	\$ 24,503.08	\$ 242,984.40	\$ 303,000.00	60,015.60	80.19
Equipment Lease Expense	0.00	2,893.88	6,000.00	3,106.12	48.23
Vehicle Lease Expense	0.00	0.00	2,500.00	2,500.00	0.00
Total	\$ 24,503.08	\$ 245,878.28	\$ 311,500.00	65,621.72	78.93
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 17,759.78	\$ 159,665.95	\$ 212,000.00	52,334.05	75.31
Grounds/Lawn Maintenance	6,823.00	62,872.00	85,000.00	22,128.00	73.97
Maintenance Supplies	499.49	7,967.74	9,000.00	1,032.26	88.53
Fuel & Lube	23.90	22,823.88	40,000.00	17,176.12	57.06
Vehicle Repairs	1,388.21	8,741.01	10,000.00	1,258.99	87.41
Small Tools	0.00	2,012.34	3,000.00	987.66	67.08
Office Machine & Equip Repair	0.00	504.92	1,000.00	495.08	50.49
Network Utility Software	3,726.05	127,802.63	157,250.00	29,447.37	81.27
Automation System Maintenance	600.00	29,832.15	29,500.00	(332.15)	101.13
Polaris Maintenance	0.00	53,635.61	54,000.00	364.39	99.33
PC Network Maintenance & Repai	0.00	4,875.00	8,000.00	3,125.00	60.94
Total	\$ 30,820.43	\$ 480,733.23	\$ 608,750.00	128,016.77	78.97
Maintenance of Services (Buildings)					
Physical Plant	\$ 27,100.82	\$ 132,958.53	\$ 150,000.00	17,041.47	88.64
Plumbing, Heating and AC	2,618.37	46,441.23	66,500.00	20,058.77	69.84
Electrical	2,740.74	12,404.73	13,000.00	595.27	95.42
Sanitation	848.51	7,330.38	11,000.00	3,669.62	66.64
Pest Control	660.00	5,350.00	7,350.00	2,000.00	72.79

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**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Nine Months Ending September 30, 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	2,495.00	4,555.00	2,060.00	54.77
Carpet Cleaning	0.00	1,050.00	17,000.00	15,950.00	6.18
Total	\$ 33,968.44	\$ 208,029.87	\$ 269,405.00	61,375.13	77.22
Professional Services					
Payroll Service Fees	\$ 2,957.61	\$ 27,695.77	\$ 34,100.00	6,404.23	81.22
Legal	0.00	11,524.20	15,000.00	3,475.80	76.83
Financial	590.00	43,028.94	40,000.00	(3,028.94)	107.57
Consultants	16,058.33	66,718.40	90,000.00	23,281.60	74.13
Security	3,838.40	11,323.94	10,000.00	(1,323.94)	113.24
Web Design Consultant	0.00	82,789.97	89,825.00	7,035.03	92.17
Movers	0.00	9,669.26	16,000.00	6,330.74	60.43
Total	\$ 23,444.34	\$ 252,750.48	\$ 294,925.00	42,174.52	85.70
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 145,151.86	\$ 145,500.00	348.14	99.76
Flood Insurance	0.00	25,916.00	26,000.00	84.00	99.68
Vehicle Insurance	0.00	32,538.36	32,950.00	411.64	98.75
LBOC Liability	0.00	1,940.00	2,076.00	136.00	93.45
General Liability	0.00	25,100.64	25,100.00	(0.64)	100.00
Total	\$ 0.00	\$ 230,646.86	\$ 231,626.00	979.14	99.58
Operating Supplies					
Office Supplies	\$ 1,958.22	\$ 23,301.81	\$ 33,000.00	9,698.19	70.61
Bank Service Charges	1,329.42	11,831.70	16,000.00	4,168.30	73.95
Book Preparation Supplies	5,063.91	34,267.77	47,000.00	12,732.23	72.91
Computer/Printer Supplies	5,593.45	59,868.41	75,000.00	15,131.59	79.82
Programming Supplies	602.28	6,851.81	8,000.00	1,148.19	85.65
Total	\$ 14,547.28	\$ 136,121.50	\$ 179,000.00	42,878.50	76.05
Travel and Continuing Education					
Staff Travel - Local	\$ 428.94	\$ 9,208.97	\$ 22,000.00	12,791.03	41.86
Library In-service Training	1,087.00	2,580.93	9,000.00	6,419.07	28.68
Conventions & Seminars	2,912.64	29,081.36	44,000.00	14,918.64	66.09
Total	\$ 4,428.58	\$ 40,871.26	\$ 75,000.00	34,128.74	54.50

Public Relations/Programming

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Nine Months Ending September 30, 2023

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	<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	\$ 488.65	\$ 26,712.02	\$ 45,000.00	18,287.98	59.36
Summer Reading T-shirts	0.00	6,575.59	6,600.00	24.41	99.63
Adult Programming	4,258.32	30,737.87	36,000.00	5,262.13	85.38
Young Adult Programming	1,187.94	11,298.26	15,000.00	3,701.74	75.32
Juvenile Programming	422.37	4,967.60	12,000.00	7,032.40	41.40
LEH Grant	0.00	1,347.92	1,800.00	452.08	74.88
Total	\$ 6,357.28	\$ 81,639.26	\$ 116,400.00	34,760.74	70.14
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 2,560.00	\$ 19,700.00	\$ 33,000.00	13,300.00	59.70
Imp Phys Plant	0.00	18,300.00	90,000.00	71,700.00	20.33
Vehicles	0.00	9,602.75	63,758.00	54,155.25	15.06
Office Equip, Furn & Shelving	3,204.84	47,206.59	78,000.00	30,793.41	60.52
PC Network	953.84	152,003.08	156,000.00	3,996.92	97.44
Integrated Lib Automation Sys	0.00	11,108.45	11,500.00	391.55	96.60
Total	\$ 6,718.68	\$ 257,920.87	\$ 432,258.00	174,337.13	59.67
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 34,412.71	\$ 167,866.63	\$ 205,000.00	37,133.37	81.89
Lease/Purchase Books	0.00	18,203.89	18,400.00	196.11	98.93
Juvenile Books	9,065.30	42,596.26	105,000.00	62,403.74	40.57
Young Adults	1,585.99	9,491.06	15,000.00	5,508.94	63.27
Music Recordings	693.13	2,198.66	2,800.00	601.34	78.52
Adult Reference	11,367.55	63,602.92	111,000.00	47,397.08	57.30
Juvenile Reference	0.00	2,366.30	45,000.00	42,633.70	5.26
Periodicals	23.89	46,687.67	52,000.00	5,312.33	89.78
Audio Recordings	1,736.14	9,192.76	10,100.00	907.24	91.02
Video Recordings	13,479.20	43,107.66	69,000.00	25,892.34	62.47
Genealogy	608.00	2,019.84	5,000.00	2,980.16	40.40
Microfilm	0.00	5,867.00	10,000.00	4,133.00	58.67
Downloadable Media	57,296.13	357,301.74	415,000.00	57,698.26	86.10
CD/Software	139.95	58,572.65	75,500.00	16,927.35	77.58
Internet Database Subscription	11,723.70	239,026.46	321,000.00	81,973.54	74.46
Total	\$ 142,131.69	\$ 1,068,101.50	\$ 1,459,800.00	391,698.50	73.17
Capital Expenditures					
Capital Expenditures - Cameras	\$ 0.00	\$ 0.00	\$ 800.00	800.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 800.00	800.00	0.00

St. Tammany Parish Library 2023 Fall Budget Amendment

Introduction

This is a brief explanation of the differences in revenue and expenditure forecasts between the 2023 Summer Amendment and the 2023 Fall Amendment. It is best read alongside the budget spreadsheet.

2023 Revenue

In 2023, the St. Tammany Parish Library will operate on revenue of \$12,384,896. We will receive an additional \$160,000 in ad valorem taxes based on information from the Parish Finance Office. There is a slight increase in the expected income from Fines and Fees and the Summer Reading T-shirt Sales line has been increased to match actual income. Overall, there is an increase of \$163,762 in revenue.

2023 Expenditures

We produced the 2023 Budget in July of 2022. This budget amendment adjusts based on how the library ended the 2022 fiscal year and how the budget has performed over the first three quarters of 2023. Each section in the budget is highlighted below with an explanation.

- **Library Salaries** – We have unfilled positions so there is a reduction in this line.
- **Employee Benefits** – The FICA/Medicare Line is increased due to more part-time positions being filled. The Retirement Contributions line is increased as we have had more full-time vacancies filled. The Health Insurance line is decreased based on last year's performance. The Health Trust line is increased as we had some large claims in September – we will get reimbursed for a portion of this.
- **Operating Services** – The Publication of Legal Notices line is increased as we have had lengthier minutes and more numerous meetings. Promotional production is increased to replenish branded items given out at outreach events.
- **Printing, Duplicating, and Binding** – Printing is increased to cover the cost of replenishing bookmarks and printed promotional material. Bookbinding is decreased to match the current anticipated cost for the rest of the year.
- **Utilities** – The Electricity line is increased as the extremely hot summer caused more usage of air conditioning. The Gas line has been decreased to match the usage from the first three quarters of the year. The Water line has been increased as we had a very hot summer that required more lawn watering and more water deliveries for our staff.
- **Communications** – Our Voice and Data lines are being decreased to match the new pricing we are receiving from our vendor thanks to a higher E-rate percentage reimbursement.
- **Lease Expense** – The Building Lease expense has increased as we had several storage units used during the Annex move that we will continue to use until we get our forklift and can utilize our industrial shelving.
- **Maintenance of Property and Equipment** – The Maintenance Supplies line is increased to cover supplies for our Lee Rd. renovation. Fuel and Lube is decreased as Fuel Costs have come down. Network Utility Software has decreased as we have streamlined software options for our network. The Solinet (OCLC) Cost line is increased as we have had several interlibrary loan

requests for materials outside of the state. PC Network Maintenance and Repair line is reduced as we have enough repair supplies to last us until next year.

- **Maintenance Services** –Physical plant Maintenance line was increased to cover pressure washing and window washing at all branches. The Electrical line is increased to cover parking lot light bulb replacements. The Sanitation line is decreased as we did not need an extra dumpster during the Annex move. The Termite Contract line is decreased to match our invoices as we have switched to a bait system at most branches and don't need as much service.
- **Professional Services** – Payroll service fees are increased as background checks are now being automated with each hire as part of our payroll system. The financial line is increased as the Statewide Agreed Upon Procedures testing is more extensive and expensive than the previous St. Tammany specific testing. The Security line is increased as we have had more meetings that required security.
- **Insurance and Claims** – There are no adjustments to these lines.
- **Operating Supplies** – The Computer/Printer supplies were increased to reflect increased printing at branches and the continued higher costs of supplies. The program supplies line is increased as we have had more programs this year overall that require refreshments.
- **Travel and Continuing Education** –The conventions and seminars line is decreased as there are many more conventions close to home this year.
- **Public Relations/Programming** – Adult programming line is increased to cover the cost of more adult crafting programs. Juvenile programming line is increased to replace manipulatives such as puzzles at all locations along with enhancements to our collection of Ozobots.
- **Non-Book Acquisitions** – The Improvement to Physical Plant line is decreased as we will not do as much parking lot repair this year. The Office Equipment Furniture and Shelving line is increased we needed to replace and add cabinets at three branches. The PC network line is increased as we have some computers that are outside their warranty period that need replacement. The Audio/Visual Line is increased to cover the cost of replacing failing AV equipment at Madisonville that is now 10 years old. The Cameras line is decreased as we will not have any camera purchases this year.
- **Library Resource Acquisitions** – Adult Books is increased to cover the cost of increased requests and weeding replacement. The music and video recording lines are being reduced as we have more usage of downloadable music and videos. The periodicals line is being reduced as there are several periodicals that are no longer printing physical magazines. The Audio Recordings line is increased as we are replacing worn out items. The digital microfilm line is decreased to match the invoice for the year. Electronic downloadable media is increased to match the increased demand for downloadable items. The CDROM Software line is being reduced further as we went with a less expensive provider for our collection analysis software earlier in the year. The Internet Database line is increased to cover the Creative Bug database.

Savings

Any unused money at the end of the year becomes Prior Years' Operating Revenue. The cash on hand or savings as of December 31, 2022, was \$5,759,521.26. Based on this budget amendment we will have 5,759,788 on December 31st 2023. This figure is less than half of one year's worth of operating revenue. These savings are dedicated to very specific purposes.

- Operational reserves are needed to run the library until we receive our first significant portion of our millage from the Parish.
- Disaster and emergency funds cover our insurance deductibles and any repairs and clean-up that may be needed in the event of a disaster.
- The reserved amounts are paid shortly after the beginning of the year and are released once we receive the majority of our ad valorem taxes in the spring.
- Dedications for Causeway, Mandeville, and Slidell Furniture Projects.

This leaves us with a current Unassigned Savings of \$869,788 and puts us in a good position to work on goals identified during the strategic planning process.

Budget Analysis

We are forecasting an increase in revenue of \$160,136 due primarily to ad valorem taxes. The 2023 Fall Budget Amendment shows an increase in expenditures of \$164,225. This budget is balanced, leaving \$267 of revenue unbudgeted.

Conclusion

Each library department was allocated the funds to enable their plans for the 2023 fiscal year. I am confident that we have adequate funds to meet our goals.

Respectfully Submitted,



Kelly LaRocca
Director

2023 Fall Amendment

	10/19/2023	2021 Budget Actual	2022 Budget Actual	2023 Budget Original	2023 Budget Spring	2023 Budget Summer	Amendment	2023 Budget Fall Amend
REVENUE								
405	Ad Valorem Taxes (received)	\$11,300,475.73	11,494,947.88	\$ 11,594,000	\$ 11,644,000	\$ 11,644,000	\$ 160,136	\$ 11,804,136
410	State Revenue Sharing	\$251,600.00	251,600.00	\$ 252,628	\$ 258,515	\$ 258,515	\$ -	\$ 258,515
415	Fines/Fees	\$49,665.48	70,486.86	\$ 63,000	\$ 70,500	\$ 72,500	\$ 3,625	\$ 76,125
416	LA Library Grant - ARPA	\$47,065.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
417	Grants	\$0.00	0.00	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
418	LEH Grant	\$2,700.00	2,400.00	\$ -	\$ -	\$ -	\$ -	\$ -
420	Interest Income	\$1,141.66	38,715.49	\$ 18,500	\$ 39,000	\$ 194,000	\$ -	\$ 194,000
425	Donations	\$9,055.59	33,302.89	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 50,000
430	Miscellaneous Income	\$0.00	14,840.11	\$ 0	\$ 0	\$ 0	\$ -	\$ 0
440	CARES Act COVID-19	\$0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
450	Summer Reading T-shirt Sales	\$1,267.40	1,316.77	\$ 1,350	\$ 1,350	\$ 2,118	\$ 1	\$ 2,119
					\$ -	\$ -	\$ -	\$ -
	TOTAL REVENUE	\$11,662,970.86	11,907,610.00	\$ 11,980,478	\$ 12,064,366	\$ 12,221,134	\$ 163,762	\$ 12,384,896
EXPENDITURES								
LIBRARY ADMINISTRATION								
PERSONNEL SALARIES								
503	Library Salaries	\$4,846,642.94	5,005,221.13	\$ 5,555,000	\$ 5,555,000	\$ 5,555,000	\$ (55,550)	\$ 5,499,450
	TOTAL	\$4,846,642.94	5,005,221.13	\$ 5,555,000	\$ 5,555,000	\$ 5,555,000	\$ (55,550)	\$ 5,499,450
EMPLOYEE BENEFITS								
505	Accrued Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
511	FICA/Medicare Tax	\$104,917.88	111,512.98	\$ 109,600	\$ 109,600	\$ 113,600	\$ 6,815	\$ 120,415
512	Retirement Contributions	\$511,260.09	489,982.62	\$ 516,000	\$ 516,000	\$ 516,000	\$ 6,000	\$ 522,000
513	Health Insurance/Insurance	\$412,118.33	440,256.79	\$ 450,000	\$ 450,000	\$ 460,000	\$ (10,000)	\$ 450,000
514	Health Trust	\$1,181,116.17	804,090.69	\$ 900,500	\$ 855,500	\$ 1,018,000	\$ 97,000	\$ 1,115,000
515	Workers' Compensation/Unemploy	\$6,318.11	31,416.00	\$ 42,492	\$ 30,000	\$ 12,000	\$ -	\$ 12,000
516	Employee Miscellaneous	\$2,136.60	854.42	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
	TOTAL	\$2,217,867.18	1,878,113.50	\$ 2,019,592	\$ 1,962,100	\$ 2,120,600	\$ 99,815	\$ 2,220,415
OPERATING SERVICES								
601	Publication of Legal Notices	\$3,473.25	4,166.54	\$ 4,000	\$ 7,000	\$ 14,000	\$ 1,000	\$ 15,000
603	Membership Dues	\$5,901.48	7,045.00	\$ 9,500	\$ 7,500	\$ 7,500		\$ 7,500
604	Advertising	\$18,765.19	24,385.41	\$ 27,000	\$ 27,000	\$ 31,500		\$ 31,500
607	Signage	\$3,406.00	3,498.62	\$ 3,000	\$ 3,000	\$ 1,000		\$ 1,000
608	Promotional Production	\$6,664.15	19,902.10	\$ 7,500	\$ 10,000	\$ 10,000	\$ 5,350	\$ 15,350
	TOTAL	\$38,210.07	58,997.67	\$ 51,000	\$ 54,500	\$ 64,000	\$ 6,350	\$ 70,350
PRINTING, DUPLICATING & BINDING								
611	Printing	\$8,918.93	11,998.47	\$ 9,000	\$ 12,000	\$ 12,000	\$ 3,000	\$ 15,000
613	Book Binding	\$0.00	3,840.20	\$ 5,000	\$ 5,000	\$ 5,000	\$ (2,000)	\$ 3,000

2023 Fall Amendment

	10/19/2023	2021 Budget Actual	2022 Budget Actual	2023 Budget Original	2023 Budget Spring	2023 Budget Summer	Amendment	2023 Budget Fall Amend
615	Patron Cards	\$3,380.90	0.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
	TOTAL	\$12,299.83	15,838.67	\$ 19,000	\$ 22,000	\$ 22,000	\$ 1,000	\$ 23,000
	UTILITIES							
621	Electricity	\$237,246.80	316,933.90	\$ 274,000	\$ 284,000	\$ 284,000	\$ 2,840	\$ 286,840
622	Gas	\$2,376.75	2,474.76	\$ 3,050	\$ 3,050	\$ 3,250	\$ (400)	\$ 2,850
623	Water	\$31,790.45	35,776.99	\$ 34,605	\$ 36,000	\$ 41,760	\$ 5,000	\$ 46,760
	TOTAL	\$271,414.00	355,185.65	\$ 311,655	\$ 323,050	\$ 329,010	\$ 7,440	\$ 336,450
	COMMUNICATIONS							
625	Postage	\$5,720.78	10,899.72	\$ 14,000	\$ 14,000	\$ 15,800	\$ -	\$ 15,800
626	Voice Line (Regular Phone Service)	\$85,081.73	83,668.72	\$ 88,500	\$ 88,500	\$ 83,500	\$ (4,000)	\$ 79,500
627	Data Line (Internet-Network)	\$45,300.00	45,295.00	\$ 48,000	\$ 48,000	\$ 50,000	\$ (4,000)	\$ 46,000
630	Courier/Shipping	\$190.93	238.20	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
	TOTAL	\$136,293.44	140,101.64	\$ 151,500	\$ 151,500	\$ 150,300	\$ (8,000)	\$ 142,300
	LEASE EXPENSE							
634	Building	\$300,508.74	310,941.75	\$ 311,000	\$ 318,000	\$ 303,000	\$ 15,150	\$ 318,150
636	Equipment	\$7,750.69	5,096.96	\$ 6,000	\$ 6,000	\$ 6,000	\$ (1,000)	\$ 5,000
638	Vehicle	\$0.00	0.00	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	\$ 2,500
	TOTAL	\$308,259.43	316,038.71	\$ 319,500	\$ 326,500	\$ 311,500	\$ 14,150	\$ 325,650
	MAINTENANCE OF PROPERTY & EQUIP.							
641	Custodial & Janitorial	\$207,731.07	208,585.74	\$ 210,000	\$ 212,000	\$ 212,000		\$ 212,000
643	Grounds/Lawn Maintenance	\$82,000.00	80,224.00	\$ 85,000	\$ 85,000	\$ 85,000		\$ 85,000
645	Maintenance supplies	\$6,978.24	8,973.74	\$ 8,000	\$ 9,000	\$ 9,000	\$ 1,000	\$ 10,000
652	Fuel and lube	\$23,295.56	39,891.89	\$ 35,000	\$ 40,000	\$ 40,000	\$ (3,000)	\$ 37,000
654	Vehicle repairs	\$6,138.54	3,821.26	\$ 6,000	\$ 6,000	\$ 10,000	\$ -	\$ 10,000
658	Small Tools & Supplies	\$2,895.48	2,958.04	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ 3,000
660	Office machine and equip. repair	\$1,557.88	974.68	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
661	Network Utility Software	\$68,859.01	172,971.54	\$ 105,000	\$ 125,000	\$ 157,250	\$ (5,000)	\$ 152,250
662	Solinet (OCLC) Cost	\$28,249.86	28,026.94	\$ 28,500	\$ 29,500	\$ 29,500	\$ 1,300	\$ 30,800
663	Polaris Maintenance	\$51,939.66	51,978.19	\$ 54,000	\$ 54,000	\$ 54,000	\$ -	\$ 54,000
664	P C Network maintenance and repair	\$7,865.00	6,778.22	\$ 8,000	\$ 8,000	\$ 8,000	\$ (2,000)	\$ 6,000
669	Hurricane Disaster Costs	\$30,726.50	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$518,236.80	605,184.24	\$ 543,500	\$ 572,500	\$ 608,750	\$ (7,700)	\$ 601,050
	MAINTENANCE SERVICES (Buildings)							
671	Physical Plant	\$114,819.68	147,981.76	\$ 150,000	\$ 150,000	\$ 150,000	\$ 27,000	\$ 177,000
672	Plumbing, Heating, & Air Conditioning	\$57,605.29	66,491.54	\$ 66,500	\$ 66,500	\$ 66,500	\$ -	\$ 66,500
673	Electrical	\$5,973.18	7,798.31	\$ 8,000	\$ 8,000	\$ 13,000	\$ 4,000	\$ 17,000
674	Sanitation	\$8,370.63	8,957.58	\$ 11,000	\$ 11,000	\$ 11,000	\$ (1,000)	\$ 10,000
675	Pest Control	\$6,698.00	6,140.00	\$ 7,000	\$ 7,000	\$ 7,350	\$ -	\$ 7,350

2023 Fall Amendment

	10/19/2023	2021 Budget Actual	2022 Budget Actual	2023 Budget Original	2023 Budget Spring	2023 Budget Summer	Amendment	2023 Budget Fall Amend
676	Termite Contracts	\$3,228.00	8,009.00	\$ 4,555	\$ 4,555	\$ 4,555	\$ (1,000)	\$ 3,555
678	Carpet Cleaning	\$4,870.00	14,998.98	\$ 15,000	\$ 17,000	\$ 17,000	\$ -	\$ 17,000
	TOTAL	\$201,564.78	260,377.17	\$ 262,055	\$ 264,055	\$ 269,405	\$ 29,000	\$ 298,405
	Professional Services							
680	Payroll Service Fees	\$26,366.03	33,901.31	\$ 34,100	\$ 34,100	\$ 34,100	\$ 13,000	\$ 47,100
682	Legal	\$0.00	0.00	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
683	Financial	\$36,384.06	39,023.87	\$ 40,000	\$ 40,000	\$ 40,000	\$ 13,000	\$ 53,000
684	Architectural	\$0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
685	Consultants	\$38,090.24	83,160.48	\$ 90,000	\$ 90,000	\$ 90,000	\$ -	\$ 90,000
686	Security	\$6,843.77	7,570.82	\$ 10,000	\$ 10,000	\$ 10,000	\$ 4,000	\$ 14,000
687	Web Design Consultant	\$66,511.44	79,693.35	\$ 79,825	\$ 79,825	\$ 89,825	\$ -	\$ 89,825
688	Movers	\$ -	0.00	\$ 45,000	\$ 45,000	\$ 16,000	\$ -	\$ 16,000
	TOTAL	\$174,195.54	243,349.83	\$ 298,925	\$ 313,925	\$ 294,925	\$ 30,000	\$ 324,925
	INSURANCE & CLAIMS							
692	Library Property	\$135,438.08	132,637.21	\$ 135,500	\$ 135,500	\$ 145,500	\$ -	\$ 145,500
694	Flood insurance	\$22,163.00	23,424.00	\$ 23,500	\$ 23,500	\$ 26,000	\$ -	\$ 26,000
696	Vehicle Insurance	\$36,450.00	42,860.00	\$ 42,950	\$ 42,950	\$ 32,950	\$ -	\$ 32,950
698	LBOC Liability	\$4,076.00	4,076.00	\$ 4,076	\$ 4,076	\$ 2,076	\$ -	\$ 2,076
699	Gen Liability	\$20,641.00	15,054.00	\$ 14,000	\$ 16,000	\$ 25,100	\$ -	\$ 25,100
	TOTAL	\$218,768.08	218,051.21	\$ 220,026	\$ 222,026	\$ 231,626	\$ -	\$ 231,626
	MATERIALS AND SUPPLIES							
	OPERATING SUPPLIES							
701	Office Supplies	\$18,984.26	31,300.98	\$ 28,000	\$ 33,000	\$ 33,000	\$ -	\$ 33,000
702	Bank Service Charges	\$15,113.22	15,699.20	\$ 16,000	\$ 16,000	\$ 16,000	\$ -	\$ 16,000
703	Book Preparation Supplies	\$36,803.34	41,739.05	\$ 38,000	\$ 44,000	\$ 47,000	\$ -	\$ 47,000
704	Computer/Printer Supplies	\$61,301.07	61,918.90	\$ 61,000	\$ 65,000	\$ 75,000	\$ 3,750	\$ 78,750
705	Programming Supplies	\$6,672.31	7,887.23	\$ 8,000	\$ 8,000	\$ 8,000	\$ 1,000	\$ 9,000
	TOTAL	\$138,874.20	158,545.36	\$ 151,000	\$ 166,000	\$ 179,000	\$ 4,750	\$ 183,750
	TRAVEL & CONTINUING EDUCATION							
710	Mileage Reimbursement	\$12,592.98	21,899.16	\$ 20,000	\$ 22,000	\$ 22,000	\$ -	\$ 22,000
712	Library In-service Training	\$985.00	11,459.26	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	\$ 9,000
714	Conventions/Seminars	\$29,892.00	64,771.20	\$ 55,000	\$ 55,000	\$ 44,000	\$ (10,000)	\$ 34,000
	TOTAL	\$43,469.98	98,129.62	\$ 84,000	\$ 86,000	\$ 75,000	\$ (10,000)	\$ 65,000
	PUBLIC RELATIONS/PROGRAMMING							
724	Summer Reading Program	\$26,687.81	45,000.00	\$ 45,000	\$ 45,000	\$ 45,000	\$ -	\$ 45,000
725	Summer Reading T-shirts	\$5,191.17	5,519.64	\$ 5,800	\$ 6,400	\$ 6,600	\$ -	\$ 6,600
726	Adult Programming	\$24,673.99	35,924.44	\$ 33,000	\$ 36,000	\$ 36,000	\$ 2,000	\$ 38,000
727	Young Adult Programming	\$11,434.10	21,189.10	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ 15,000

2023 Fall Amendment

	10/19/2023	2021 Budget Actual	2022 Budget Actual	2023 Budget Original	2023 Budget Spring	2023 Budget Summer	Amendment	2023 Budget Fall Amend
728	Juvenile Programming	\$11,689.70	34,240.17	\$ 12,000	\$ 12,000	\$ 12,000	\$ 6,600	\$ 18,600
729	LEH Grant	\$2,719.65	601.80	\$ -	\$ 1,800	\$ 1,800	\$ -	\$ 1,800
	TOTAL	\$82,396.42	142,475.15	\$ 110,800	\$ 116,200	\$ 116,400	\$ 8,600	\$ 125,000
CAPITAL OUTLAY								
NON-BOOK ACQUISITIONS								
805	Landscaping Additions	\$19,972.80	32,054.76	\$ 23,000	\$ 33,000	\$ 33,000	\$ -	\$ 33,000
810	Improvements to Physical Plant	\$56,136.00	141,084.05	\$ 132,000	\$ 132,000	\$ 90,000	\$ (24,000)	\$ 66,000
815	Vehicles	\$0.00	27,841.26	\$ 68,758	\$ 68,758	\$ 63,758	\$ -	\$ 63,758
820	Office Equipment/Furniture & Shelv	\$104,778.31	124,035.77	\$ 70,000	\$ 48,000	\$ 78,000	\$ 15,500	\$ 93,500
825	Telephones and Telephone System	\$0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
831	Leasehold Improvements	\$0.00	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
833	ARPA Expense	\$47,064.48	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
834	PC Network	\$130,157.31	155,919.15	\$ 120,000	\$ 146,000	\$ 156,000	\$ 9,000	\$ 165,000
840	Integrated Library Automation Sys.	\$988.00	0.00	\$ 1,000	\$ 1,000	\$ 11,500	\$ -	\$ 11,500
842	Audio/Visual Equipment	\$5,019.59	5,398.49	\$ 20,000	\$ 20,000	\$ -	\$ 38,000	\$ 38,000
898	Cameras	\$0.00	0.00	\$ 6,000	\$ 6,000	\$ 800	\$ (800)	\$ -
	TOTAL	\$364,116.49	486,333.48	\$ 440,758	\$ 454,758	\$ 433,058	\$ 37,700	\$ 470,758
LIBRARY RESOURCE ACQUISITIONS								
851	Adult Books	\$192,514.49	214,115.48	\$ 205,000	\$ 205,000	\$ 205,000	\$ 15,000	\$ 220,000
852	Lease/Purchase Books	\$18,363.24	18,363.24	\$ 18,400	\$ 18,400	\$ 18,400	\$ -	\$ 18,400
853	Juvenile Books	\$102,219.33	103,646.73	\$ 105,000	\$ 105,000	\$ 105,000	\$ -	\$ 105,000
855	Young Adult	\$13,311.08	14,017.10	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
858	Music Recordings	\$3,483.84	4,051.12	\$ 4,000	\$ 4,000	\$ 2,800	\$ (400)	\$ 2,400
861	Adult Reference	\$96,698.32	101,940.22	\$ 111,000	\$ 111,000	\$ 111,000	\$ -	\$ 111,000
863	Juvenile Reference	\$37,993.45	42,066.11	\$ 45,000	\$ 45,000	\$ 45,000	\$ -	\$ 45,000
872	Periodicals	\$43,597.63	45,613.03	\$ 52,000	\$ 52,000	\$ 52,000	\$ (3,000)	\$ 49,000
883	Audio Recordings (Books)	\$18,729.03	12,542.97	\$ 12,600	\$ 12,600	\$ 10,100	\$ 2,000	\$ 12,100
885	Video Recordings	\$51,627.62	69,242.99	\$ 69,000	\$ 69,000	\$ 69,000	\$ (6,000)	\$ 63,000
886	Genealogy	\$4,325.61	6,484.60	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
887	Digital Microfilm	\$675,766.00	15,000.00	\$ 15,000	\$ 10,000	\$ 10,000	\$ (4,000)	\$ 6,000
891	Electronic /Downloadable Media	\$338,223.68	470,508.25	\$ 415,000	\$ 415,000	\$ 415,000	\$ 10,000	\$ 425,000
892	CDROM/Software	\$100,851.45	83,859.06	\$ 92,500	\$ 85,500	\$ 75,500	\$ (13,000)	\$ 62,500
893	Internet Database Subscriptions	\$254,173.01	262,310.63	\$ 274,000	\$ 321,000	\$ 321,000	\$ 6,100	\$ 327,100
	TOTAL	\$1,951,877.78	1,463,761.53	\$ 1,438,500	\$ 1,473,500	\$ 1,459,800	\$ 6,700	\$ 1,466,500
LONG-TERM CAPITAL EXPENDITURES								
895	Covington FF & E	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
896	Madisonville ART work	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -

2023 Fall Amendment

	10/19/2023	2021 Budget Actual	2022 Budget Actual	2023 Budget Original	2023 Budget Spring	2023 Budget Summer	Amendment	2023 Budget Fall Amend
	TOTAL EXPENDITURES	\$11,524,486.96	11,445,704.56	\$ 11,976,811	\$ 12,063,614	\$ 12,220,374	\$ 164,255	\$ 12,384,629
	SAVINGS / (EXCESS EXPENDITURE)	\$138,483.90	461,905.44	\$ 3,667	\$ 752	\$ 760	\$ (493)	\$ 267

Fund Balance and Dedications

Fall Amendment 2023 10/19/23			
	Year End 2022		Year End 2023
Savings as of December 31st	\$ 5,759,521	\$ 267	\$ 5,759,788
Dedicated for Operational Reserves	\$ 2,500,000	\$ -	\$ 2,500,000
Dedicated for Disaster / Emergency Funds	\$ 1,475,000	\$ -	\$ 1,475,000
Reserved for salaries for last pay period of the year	\$ 192,500	\$ (192,500)	\$ -
Reserved for invoices to be moved from 2023 to 2022	\$ 10,000	\$ (10,000)	\$ -
Reserved for 4th Quarter 2023 retirement	\$ 215,000	\$ (215,000)	\$ -
Dedicated for Slidell Furniture	\$ 650,000	\$ -	\$ 650,000
Dedicated for Causeway Furniture	\$ 65,000	\$ -	\$ 65,000
Dedicated for Mandeville Furniture	\$ 200,000	\$ -	\$ 200,000
Total Dedicated or Reserved	\$ 5,307,500	\$ (417,500)	\$ 4,890,000
Unassigned Savings	\$ 452,021		\$ 869,788



St. Tammany Parish Library Board of Control
FISCAL YEAR 2023 OPERATIONAL BUDGET FALL AMENDMENT ADOPTION RESOLUTION
October 23rd, 2023

A resolution amending the St. Tammany Parish Library Operational Budget for the fiscal year 2023 ending December 31, 2023.

WHEREAS, The St. Tammany Parish Library Board of Control has been presented with the Fall Amended Budget for the 2023 fiscal year; and

WHEREAS, notice of that Fall Budget Amendment was announced by publication of the October 23rd, 2023 Meeting Agenda; and

WHEREAS, the Board of Control has considered the proposed Fall Budget Amendment, and has heard and considered public comment on the proposed budget amendment; and

WHEREAS, the Board of Control has determined that the proposed Fall Budget Amendment accurately represents the amount of money necessary for improving, maintaining, and operating the St. Tammany Parish Library for the 2023 fiscal year.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Board of Control of the St. Tammany Parish Library hereby approves and adopts the Fall Budget Amendment, as proposed, and attached hereto, and hereby declares the total amount of the budget as reported, to be necessary for the operation, support, improvement, and maintenance of the Library for fiscal year 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 23rd DAY OF OCTOBER 2023 AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Rebecca Taylor, Board President

ADMINISTRATIVE OFFICE
1112 WEST 21ST AVENUE COVINGTON, LA 70433
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ABITA SPRINGS (985) 893-6285

BUSH (985) 886-3588

CAUSEWAY (985) 626-9779

COVINGTON (985) 893-6280

FOLSOM (985) 796-9728

LACOMBE (985) 882-7858

LEE RD (985) 893-6284

MADISONVILLE (985) 845-4819

MANDEVILLE (985) 626-4293

PEARL RIVER (985) 863-5518

SLIDELL (985) 646-6470

SOUTH SLIDELL (985) 781-0099

Director's Report

October 23, 2023

FACILITIES

Facilities is currently renovating the Lee Road Library, which temporarily closed on October 21 and will reopen on October 30. Old wallpaper will be removed, walls will be painted and new shelving will be installed in the Children's area.

CARD SYSTEM UPDATE

The card system that was rolled out last November is still in place as we work to update the system adopted at the last meeting. Technical services staff has been working with Polaris (our circulation system vendor) to make the changes to the back end to make the "no digital access" option possible. We will train staff on the changes in the card system and roll out the updates to the public with a target date of November 17th.

MARKETING AND OUTREACH

Susan Badon, Madisonville Children's Librarian, performed Storytime at Kidz Klubhouse on October 2.

Erika Dawson, South Slidell Children's Librarian, performed Storytime at St. Margaret Mary on October 6 and attended the Literacy event at Alton Elementary School on October 17.

Ellen John, Reference Coordinator, Jillian Boudreaux, Adult Programming Coordinator, and Jackie Riecke, Public Relations and Community Coordinator performed outreach at the COAST Resource Festival on October 5.

Amy Strain, Folsom Branch Manager, provided outreach at the September 27 and October 3 Kiwanis meetings and attended the Library Foundation meeting on October 10.

Susan Taggart, Bush Branch Manager, attended the COAST Rural Resource Fest on October 11.

Charlene Barrett and Abby Mayfield, Teen Services Librarians, provide outreach at the St. Tammany Parish School Board College and Career Fair with Jennifer Rifino, Teen Services Coordinator on October 10 and 11.

Sarah Aucoin, Slidell Reference Librarian, and Abby Mayfield, provided outreach to the First Baptist Christian School Senior Class Field Trip about Library Resources on October 16.

Charlene Barrett and Jennifer Rifino gave a "Top Ten Teen Services" Presentation to Folsom Jr. High School on September 28 and to Madisonville Jr. High on October 16.

Jennifer Rifino and Jackie Riecke promoted TeenTober and Eclipse Glasses on October 6 on the Lake and the Highway radio stations.

Jenny Mayer, Children's Coordinator, and Jackie Riecke promoted the upcoming Author Visits of Chris Barton and Emma Bland Smith (happening October 24 and 25) on the Lake 94.7 radio station on October 19.

Jennifer Rifino promoted TeenTober on Fox 8 News on October 18.

Jenny Mayer promoted upcoming Author Visits on Fox 8 News on October 23.

Carly Nguyen, South Slidell Children's Librarian, Leevi Morris, Lacombe Library Associate, Erin Kennedy, Madisonville Library Associate, Jenny Mayer, Emily Stephan, Madisonville Reference Librarian, Ramona Elder, Mandeville Children's Librarian, Maria Condatore, Lacombe Library Associate, and Jan Lugenbuhl, Causeway Library Associate, provided outreach at the Wooden Boat Festival on October 14 and 15.

Susan Badon, Robert Barnes, Covington Reference Librarian, Kellie Nelson, Causeway Reference Librarian, Eugenie Brignac, Covington Children's Librarian, Cathy Badon, Slidell Children's Librarian Assistant, Ramona Elder, and Megan Ybos, Slidell ERC Manager, provided Storytime and bookmark-making at Monster Mash on October 21.

Alexis Davis, Slidell Children's Librarian, Cathy Badon, Dana Woodall, Children's Assistant, Robert Barnes, and Erika Dawson held outreach at the Olde Towne Pumpkin Fest on October 7.

Abby Mayfield, Charlene Barrett, and Carly Nguyen provided outreach at the U.S. and Fish and Wildlife Service's Wild Things event on October 14.

Eugenie Brignac, Robert Barnes, and Jenny Mayer performed storytime and outreach at the Community Health and Resource Fair on October 13.

Adele Salzer, Pearl River Branch Manager, performed outreach at Night Out on Crime in Pearl River on October 14.

Susan Badon, Cathy Badon, Alexis Davis, and Jenny Mayer performed Storytime for the Bootique Spectacular at Southern Hotel on September 29.

PROFESSIONAL DEVELOPMENT

Most staff were in attendance for our annual All Staff Training Day on October 9 at the Castine Center.

Managers and supervisors attend a manager's workshop on October 10 at the Covington Library.

Nichola Kleyle, Covington Branch Circulation Manager, and Megan Ybos, ERC Manager at South Slidell, attended the Association of Bookmobile and Outreach Services Conference in Hershey, PA on October 8-11.

Charlene Barrett and Jennifer Rifino held the SELA YS Librarian Meeting at the Madisonville Branch on October 12.

Kellie Nelson and Emily Stephan attended the "Medical Reference 101" class on September 28. Kellie Nelson also attended the "Talking Books and Braille Library" class on October 12. Both classes were offered by the State Library of Louisiana.

PROGRAMMING HIGHLIGHTS

The Friends of the Slidell Library held the rest of their concerts at the Lacombe, South Slidell, and Slidell Libraries with performances by Redwine Jazz and T'Monde. The Fall Concert Series was attended by 292 people in total.

The Annular Solar Eclipse on October 14 was very popular with library patrons. Close to 10,000 glasses were given out to residents of the parish. More glasses are being purchased in preparation for the upcoming Total Solar Eclipse that will happen on April 8, 2024.

CONTRACTS

ABCmouse (Age of Learning) - \$ 9,205.02

Online interactive learning for children

BackBlaze - \$4505.30

New Cloud backup for email and Z-drive

BookFlix (Scholastic Digital) - \$11,432.00

Database for children

National Geographic Kids (Gale) - \$1,698.90

Database for children

PUBLIC RECORDS REQUESTS

We have received 25 public records requests since the beginning of November 2022. Five are currently outstanding. We have had 1 new request since our last meeting.

STATEMENTS OF CONCERN

To date, the library has received 220 statements of concern on 173 titles since August 2022. The most recent statement of concern was submitted on October 13, 2023. The library board has made decisions on 20 titles and will be deciding on two titles this evening. We will then have 151 remaining. Library staff continue to read titles, hold meetings and make recommendations. The remaining statements of concern are still "pending review."

STRATEGIC PLANNING IMPLEMENTATION

Staff have continued to develop implementation plans.

Library staff committees did not meet in October as administration put the short-term objectives into action.

Goal 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.

Goal 2. The St. Tammany Parish Library will serve as a platform for creativity, innovation and community interaction.

Goal 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 service.

For goal number 1 we asked for and received quotes on translating forms and policies into Spanish. For goal number 4 the library purchased wire display panels so that we can showcase community art from local organizations and schools, we will also work on reviving handicraft times at branches. For goal number 7, the library sent two staff members to the Association of Bookmobile and Outreach Services in October. Also, for goal number 7, the library provided all job descriptions to Gallagher for the salary study.

September 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	775	182	391	59	1,323	4		42		2,776				
Abita	559	56	255	20	475	4		28		1,397	151	1,795	133	327
Bush	184	14	307	15	271	11		21		823	94	810	43	127
Causeway	2132	136	948	42	2063	44		150		5,515	809	5,603	1,320	1,639
Covington	3481	301	1752	41	3642	81	76	208		9,582	1,131	6,831	2,993	1,258
Folsom	412	20	311	7	528	133		28		1,439	308	1,394	130	202
Lacombe	310	34	262	9	399	3	2	22		1,041	228	2,743	142	176
Lee Road	365	43	157	4	300	5	1	5		880	109	781	87	246
Madisonville	1251	170	435	23	1765	48		95		3,787	405	405	980	587
Mandeville	2643	288	873	63	3301	23	5	226		7,422	1,067	6,052	1,011	689
Pearl River	422	16	320	26	368		50	25		1,227	201	1,651	149	247
Slidell	3517	311	1348	36	4115	52	174	281		9,834	1,905	10,305	1,593	2,725
South Slidell	667	64	564	35	1060	10	4	62		2,466	1,442	5,653	918	1,133
Virtual ¹									31,688	31,688				
Total	16,718	1,635	7,532	380	19,610	418	312	1,193	31,688	79,877	7,850	44,023	9,499	9,356

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: 679

YTD Jan.-Aug 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	2,529	637	1,198	382	4,412	15		270		9,443				
Abita	5,703	471	2,434	201	5,415	122		248		14,594	1,748	18,253	1,079	2,698
Bush	1,586	177	3,391	61	1,550	107		117		6,989	858	7,966	416	1,176
Causeway	20,632	1,353	8,362	402	20,754	386		1,664		53,553	5,305	50,777	11,861	14,451
Covington	32,775	2,724	15,211	332	37,158	1,022	653	2,033		91,908	11,017	59,876	25,626	11,523
Folsom	4,058	279	3,388	69	4,335	842		232		13,203	2,491	12,475	1,325	1,954
Lacombe	2,677	252	2,494	69	2,974	35	2	287		8,790	2,128	25,021	1,110	1,481
Lee Road	3,158	287	1,446	32	3,326	92	37	129		8,507	784	6,676	666	1,903
Madisonville	12,320	1,370	4,210	174	18,349	250		1,193		37,866	3,751	38,003	9,084	5,298
Mandeville	24,663	2,556	8,351	388	37,475	504	24	2,239		76,200	10,296	59,819	8,305	5,748
Pearl River	3,736	136	1,896	235	2,967	58	318	186		9,532	2,273	16,607	1,026	1,818
Slidell	33,929	3,090	12,676	367	36,679	1,570	2,351	3,373		94,035	17,837	100,674	13,781	12,849
South Slidell	6,073	619	4,988	183	8,220	88	69	675		20,915	11,959	45,690	6,502	9,348
Virtual ¹									359,907	359,907				
Total	153,839	13,951	68,847	2,895	183,614	5,091	3,454	12,646	359,907	805,442	70,447	441,837	80,781	70,247

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: 6,848

**ST. TAMMANY PARISH
LIBRARY BOARD OF CONTROL**

MEETING DATES – 2024

February 26, 2024	Koop Drive (Parish Council Chambers)
March 25, 2024	Koop Drive (Parish Council Chambers)
April 22, 2024	Koop Drive (Parish Council Chambers)
May 20, 2024	Koop Drive (Parish Council Chambers)
July 22, 2024	Koop Drive (Parish Council Chambers)
August 26, 2024	Koop Drive (Parish Council Chambers)
September 23, 2024	Koop Drive (Parish Council Chambers)
October ??, 2024	Koop Drive (Parish Council Chambers) Options include Oct. 14, 15, 17, and 30.
December 09, 2024	Koop Drive (Parish Council Chambers)

All meetings begin at 6:30 p.m. unless otherwise scheduled.

ST. TAMMANY PARISH LIBRARY

Holiday Schedule – 2024

Monday, January 1, 2024	New Year’s Day (observed)
Monday, January 15, 2024	Martin Luther King, Jr. Day
Monday, February 19, 2024	Presidents’ Day
Tuesday, February 13, 2024	Mardi Gras Day
Friday, March 29, 2024 Saturday, March 30, 2024	Good Friday <i>System-wide closed day</i>
Monday, May 27, 2024	Memorial Day
Wednesday, June 19, 2024	Juneteenth
Thursday, July 4, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Thursday, November 28, 2024 Friday, November 29, 2024 Saturday, November 30, 2024	Thanksgiving Day Day After Thanksgiving <i>System-wide closed day</i>
Tuesday, December 24, 2024 Wednesday, December 25, 2024 Thursday, December 26, 2024	Christmas Eve Christmas Day Day After Christmas

Floating Holiday – Birthday

15 paid holidays; 2 system-wide closed days

Chapter 4. Collection Development

Section 403. Criteria for Selection

Effective Date: TK Revision Date: TK

The Library Director shall consider several of the following factors in making selections. Not all the following factors apply to every book or material format to be considered. Works of imagination are judged on different factors than are works of information or opinion.

- Purpose: use of material, factual information, general knowledge or information.
- Authorship: professional and literary significance of the author.
- Authority: especially inclusion in indexes, bibliographies, other professional references for all material formats.
- Opinions: attention to critics, reviewers and the public.
- Scope: comprehensiveness and depth of treatment.
- Content: objectivity, clarity, accuracy and logic of presentation.
- Presentation: presentation in a manner appropriate for the intended audience.
- Suitability of subject and style for the intended audience.
- Suitability of physical format for library use.
- Timeliness: present and potential relevance to community needs representation of important movement, genre, or trend of culture.
- Relation to existing library collection and other materials on the subject and availability of materials in the surrounding geographic area.
- Cost: budget guidelines, stability and needs.
- Publisher: reputation and sustained presence in the marketplace.
- Gift materials shall be accepted using the same criteria as purchased material.

Community standards for St. Tammany Parish shall be considered when acquiring library material that would be accessible to a minor through donation or purchase.

The library uses a number of metrics to determine community standards:

- Usage statistics gathered from the Integrated Library System, including circulation numbers and number of holds for specific items
- Patron requests
- Feedback from branch staff
- Titles assigned to students in the public and parochial school systems
- Parish demographics

The library shall follow all Louisiana laws and St. Tammany Parish ordinances that pertain to the purchasing and placement of library materials. Materials cataloged in the children's (Juvenile) and teen's (Young Adult) collections shall not contain sexually explicit material, textual, visual, or audio, produced in any medium, that depicts or describes sexual conduct as defined by La. R.S. 25:225B(3) or the most recent version which is adopted herein by reference.

ST TAMMANY PARISH LIBRARY BOARD OF CONTROL (LBOC)
RULES AND REGULATIONS SECTION 407
STATEMENTS OF CONCERN ABOUT LIBRARY RESOURCES (SOC)
Revised for comments from October 12 meeting.

**THIS POLICY IS A REVISION OF THE CURRENT POLICY WITH STAFF MAKING A
RECOMMENDATION AND BOARD MAKING DECISION**

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.

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 wishes to express concerns about library materials, programs, or displays may complete a "Statement of Concern About Library Resources" form, also referred to as a "Request for Reconsideration" pursuant to La. R.S. 25:225. However, processing a Statement of Concern form entails significant cost and time commitments. 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). Statements of Concern that do not meet the submission criteria will not be considered.

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

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
 - Publisher, vendor, and/or reviewer audience recommendations
 - Indication that purchase was made per patron request, if that information is available
 - Number of copies sold in the United States, 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.

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 committee's recommendation, the Board shall decide 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 committee's recommendation is affirmed.

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

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.

ST TAMMANY PARISH LIBRARY BOARD OF CONTROL (LBOC)
RULES AND REGULATIONS SECTION 407
STATEMENTS OF CONCERN ABOUT LIBRARY RESOURCES (SOC)
Revisions from October 12 meeting. Appeal Option

THIS POLICY DRAFT IS A REVISION THAT MOVES THE DECISION TO A STAFF COMMITTEE AND AN APPEAL PROCESS TO THE BOARD

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.

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 wishes to express concerns about library materials, programs, or displays may complete a "Statement of Concern About Library Resources" form, also referred to as a "Request for Reconsideration" pursuant to La.R.S. 25:225. However, processing a Statement of Concern form entails significant cost and time commitments. 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). Statements of Concern that do not meet the submission criteria will not be considered.

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

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 decision will be made 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
 - Publisher, vendor, and/or reviewer audience recommendations
 - Indication that purchase was made per patron request, if that information is available
 - Number of copies sold in the United States, 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 decision
- f. Submit a written report to the Director with the decision made based on the result of the committee's efforts.

4. The Director shall notify the complainant in writing of the committee's decision and their right to appeal that decision to the Library Board of Control, except as provided in La. R.S. 25:225C(2)(d)(ii). A copy of the decision will be mailed to each member of the Library Board of Control.

5. Pursuant to La. R.S. 25:225C(2)(d)(ii), any Statements of Concern of a library material that may include sexually explicit material available to minors shall be reviewed by the Library Board of Control under the procedures outlined in Subsection C of this Section.

C. Right to Appeal

1. The complainant may appeal to the Library Board of Control by contacting the Assistant Director and requesting to be placed on the agenda of the next scheduled board meeting, except as provided in Subsection B(5) of this Section. The Assistant Director must notify the Library Board of Control of the appeal being placed on the agenda.
2. A complainant will have five minutes to address the Library Board of Control about the specific challenged material on the original Statement of Concern form.
3. A period of public comment will precede any action taken by the Board.

4. The Library Board of Control shall vote to affirm, modify, reject, or take under advisement the committee's decision. Matters taken under advisement shall be renoticed for a future meeting. Upon modification or rejection of the decision of the committee, the Board shall decide 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 committee's decision is affirmed.

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

D. 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 current decision.

Statement of Concern about Library Resources

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.

Have you read the attached St. Tammany Parish Library Collection Development policy?

Yes _____ No _____

Have you read the attached St. Tammany Parish Library's Statements of Concern About Library Resources policy? Yes _____ No _____

Please note that processing a Statement of Concern form entails significant cost and time commitments. 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.

Date _____ Library Card Number _____

Name _____

Residence Address _____

City _____ State _____ Zip _____

Mailing Address _____

If different from Residence Address

City _____ State _____ Zip _____

Telephone _____

Email _____

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

Email _____ Residence/Mailing Address _____

Is this complaint related to LA R.S. 25:225 (Access of Materials to Minors)?

Yes _____ No _____

If you answered Yes, please identify specific page numbers that concern you?

Form continues on the next page

Statement of Concern about Library Resources

- Resource on which you are commenting:
Book ___ Audiovisual ___ Magazine/Newspaper ___ Other: _____
Library Program Display ___ Electronic Resource ___ _____

- Title _____
- Author/Producer _____
- At which branch library or in which electronic resource did you encounter this material or resource?

- What brought this resource to your attention?
- Did you review/read the entire item? If not, what sections did you review/read?
- What course of action do you recommend in regard to this resource?

Form continues on the next page

Statement of Concern about Library Resources

8. 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.

9. In its place, what material or resource would you recommend on this topic?

NOTE: This statement will be forwarded to Library Board of Control. You will be advised in writing of the decision. Thank you for your concern and input. Information submitted to a public body, such as this form, may be subject to public records requests pursuant to the provisions of the Louisiana Public Records Law, La. R.S. 44:1, et seq.



**St. Tammany Parish Library Board of Control
Resolution rescinding December 13th 2022 resolution regarding temporary disposition of challenged materials**

October 23rd, 2023

BE IT RESOLVED that the St. Tammany Parish Library Board of Control rescinds its December 13th 2022 resolution regarding the temporary disposition of challenged materials and directs library administration and staff to do what is necessary to place challenged items back on the shelves with the rest of the library's collection.

IN ADDITION, the following text shall be added to Section 407 - Statement of Concern about Library Resources:

"An item that is under a Statement of Concern review shall remain classified and shelved in its current location until a decision is made concerning the item's disposition."

WHEREAS, the Library Board of Control has updated its policies in compliance with La RS 25:225; and

WHEREAS, challenged items will be available for check out based on the permissions of the library card in possession of the patron; and

WHEREAS, the Library Board of Control continues to recognize that parents and guardians make decisions for what their children may check out, and

WHEREAS, Pursuant to the approval of this resolution the challenge materials shall be returned to their original locations within 30 days hereof.

NOW THEREFORE BE IT RESOLVED, The Library Board of Control directs the administration and staff to move forward with this directive.

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 23rd DAY OF OCTOBER 2023, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Rebecca Taylor, Board President

ADMINISTRATIVE OFFICE
310 WEST 21ST AVENUE COVINGTON, LA 70433
PH: (985) 871-1219 FAX: (985) 871-1224

ABITA SPRINGS (985) 893-6285

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**St. Tammany Parish Library Board of Control
Extension of time to allow for procedural due process of undecided Statements of Concern**

October 23rd, 2023

BE IT RESOLVED that the St. Tammany Parish Library Board of Control grants a waiver of the 45-day time limit for response to all pending statements of concern and any statements that will be received until the next meeting of the Library Board of Control scheduled for December 11, 2023. The response time is extended to 120 days from the date of this resolution.

WHEREAS, the St. Tammany Parish Library has statements of concern on 151 remaining titles, and

WHEREAS, reconsideration committee recommendations shall be mailed to complainants and copied to the Library Board of Control on a rolling basis,

NOW THEREFORE BE IT RESOLVED, The Library Board of Control grants this waiver of time.

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 23rd DAY OF JUNE 2023, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Rebecca Taylor, Board President

ADMINISTRATIVE OFFICE
310 WEST 21ST AVENUE COVINGTON, LA 70433
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Statement of Concern about Library Resources

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.

Date December 23, 2022

Name Connie Phillips

[Redacted]

City Mandeville State LA Zip 70471

[Redacted]

Representing (self) St. Tammany Parish Library Accountability Project (organization)

1. Resource on which you are commenting:

- book Book Newspaper Other
Magazine Content of Library Program
Audiovisual Electronic Resource

2. Title The Moon Within

Author/Producer Aida Salazar

3. What brought this title to your attention?

Content violates the state obscenity statues
This is offensive to the average adult applying St. Tammany Parish community standards.
online reviews about grooming, research that you have it in your library

4. Did you review the entire item? If not, what sections did you review?

yes
19 Quieta, there's nothing to be ashamed of, Celi—it's cause for celebration! What?
What's a celebration? Papi asks. Breasts, our girl is growing breasts! Mima's high
pitch sears my ears. Awesome! Juju chimes in. When I'm eleven, will I grow some
too? Shut up! You little ... I strike. Celi. Papi warns. but then turns to Juiu. It isn't

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

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. D.A. Warren Montgomery has instructed you to have a separate place where minors cannot go so shelve it in this section.

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

Violates Content violates the state obscenity statues
2021 Louisiana Laws - offensive to the average adult applying St. Tammany Parish
community standards.

Stop sexualization of our kids.

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

Something that does not promote the grooming of children. Stop talking to our children about what sex they might be. leave our kids alone.

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.

4. Did you review the entire item? If not, what sections did you review

yes

19 Quieta, there's nothing to be ashamed of, Celi—it's cause for celebration! What? What's a celebration? Papi asks. Breasts, our girl is growing breasts! Mima's high pitch sears my ears. Awesome! Juju chimes in. When I'm eleven, will I grow some too? Shut up! You little ... I strike. Celi, Papi warns, but then turns to Juju, It isn't likely, mijo. They're mammary glands designed to nurse young. Remember, like the mama goats we saw? You mean, like goat teats? Juju cracks up lets out his annoyingly loud goat bleat, Celi's got teats!

30 Before our last performance a couple of weeks ago Magda waited for one of the bathroom stalls to be free. Auburn-haired Aurora says, You can't really be in the girls' bathroom. Magda chuckles back. Course I can. I'm a girl. She knew what Aurora was hinting at because others often asked her about how much boyiness she had versus girliness. Mima was in the bathroom too brushing my hair into a tight bun that stretched my eyes like rubber bands and we quietly looked on. Aurora raised her screechy voice and blurted, My mom says you hate yourself and that's why you want to be a boy.

38 Flor is the name Mima has called my down-there girl parts since I was very little when she taught me to wash myself. She held a mirror between my legs let me inspect between the petals and ask questions: Why does it look like that? Why is this button here and opening there? This little one here is for your pee— remember to wipe front to back to keep it healthy. This one here is your birth canal—the place where babies pass as they are born—which leads to the uterus where they grow. And this button here is only for you—it's your happy button. You get to choose when to push it. ...I didn't think too much about it all back then and am only sometimes reminded when I feel a sparkly tickle in my flor when we go down a big hill or I'm on a carnival ride. Lately, the tingle happens when I think of Iván. Butterflies flutter first in my panza and then they make their way down in a trickle to my flor. I wonder if anyone can tell that my flor is sparkling?

59 She must have seen my face splatter on the ground. No, I mean, he's like a boy I want to be. Oh, not that you want to be with? No, nerd, not at all! If I could, I'd give up being a girl to be a boy like him right now. If I could, I'd jump right into his skin. ...In a split second I realize no one ever stuck her in a dress and we never played dolls or spread pintura on our lips. We talk about funny things, outdoor things, bomba drums, and we laugh. A girl not interested in frilly dresses nor makeup messes but warm and kind and funny and smart.

72 I climb out of the tub and dry myself off. I catch my reflection in the mirror and I can't pretend anymore. There they are: the fuzzy hair, the tulip breasts, my growing thighs. Mima says I'm flowering early and it's true, my body is on the way to look like hers blooming like a flower I don't want to be.

Page Content

101 His eyes shift from mine to Magda's. What kind of dude name is Magda? he blurts. It's short for Magdalena I defend. Magda holds my shoulder so she can speak. Everyone's always called me Magda and the dude clothes is just who I am. So you're a girl? You look straight-up like a boy! ...Like I said, I dress like who I am. Iván snorts and continues to snicker. Oh snap, I thought only men could drum in bomba! Well at least that's what Aurora told me. That you're just faking it.

119 When Teresa speaks finally the words that come out of her are foreign.... Our child has arrived at a new truth. A real self, an authentic self, the reality always meant to be. Marco is his true name. Magda is part of his historia, the earlier chapters of girlhood. Also born a boy energy into the body of a girl it is the wisdom of the sacred masculine placed in the body of the divine feminine. We could not claim it for him until he was ready to understand on his own. In our ancestral Mexica tradition, Ometeotl is our Creator spirit that is neither female nor male but both—divine duality. Marco has Ometeotl energy a person who inhabits two beings the female and the male at once. Though we can't be certain how our ancestors felt about people of two energies because there is so much we don't know so much we are still learning as new Mexica, we regard it an honor to be a reflection of the Creator. I look over at Magda and fight confusion a boy in the body of a girl? I have always known that she was different a tomboy for sure, more free than anything else but simply Magda, Magdalena Teresa Sánchez. Not Marco Sánchez! ...Mima taps me back to attention when Luis begins to speak. From what we do know people who danced between or to other energies than what they were assigned at birth were sometimes called xochihuah. Xochitl is the word for flower in Nahuatl and a xochihuah is the one who bears flowers. They were known to worship t the temple of Xochipilli, the flower prince god who protected people of all gender identities and queer folks. Marco, my son, carries the blossoms of his truth inside him as a sacred xochihuah. A sho-chee-wah? I stretch to pronounce unable to hide my unraveling thoughts. Yes, a xochihuah, my truth Magda assures. I look up to the light of hopeful you-understand-me eyes and all of a sudden I do somehow and it's easy. I pause only to find my own it's-all-right look to offer. I see Magda's hands shake a little when she says, Being Marco feels good even if I have two energies. My parents say that I don't have to decide yet. That's part of my road to figuring it all out. But I feel more boy than girl at the moment. And because I can be both I'm going with Marco for right now. Then Teresa turns to me, We need your help to make his transition as a xochihuah safe and loving within the community. And though we don't know how we will reveal it there will be those who will judge. We need everyone's support and no one more than yours, Celi.

129 Hey, Magda, can your hair get any butchier? ...I'm Mar, not Magda, you idiot! And I can't be a butch when I'm ... He pauses as if wasting his breath, Can you be any stupider, Iván? Marco finishes.

155 My comadre, Chuyina, had a similar but different experience. Her family in Mexico never understood her ways, that she would leave being a man to be Page Content herself, a woman. Her father threw her out of the house. So she had to come pa'l Norte where she thought no one would judge her but sometimes they still do.

178 Will you come? I don't know. It's for women only right? She said it was okay because you're a xochihuah with boy and girl energies it's more sacred and stuff. I guess she's right. You know what my dad told me? He said that some Mexica priests were xochihuah too and were revered for it. That shreds, que no? See! It's perfect. My dad also said that if I wanted to we could do a Temazcal ceremonia for me. You mean, like do a sweat lodge and pray all night kinda thing. Yeah, but for xochihuah. 'Cept we haven't figured out how it will work. That's hecka cool. ...It sort of trips me out to think about when I'll get my moon. It's not as bad as it sounds. Don't get me wrong. Not because of what you said, but because for me, it'll be like going back against what I've gained. It will take me back to being only the girl I used to be. What if it erases my boyness? I just want to continue to be me, the Marco and Magda me, I mean. I hear ya. I nod but I feel the opposite about myself. I don't say it out loud. I'm done hurting his feelings. I do want to go back to the girl I used to be.

181 Marco's a xochihuah and a reflection of the Creator, Ometeotl. That Aztec calendar on your board well, guess what? The Mexica's number one creator spirit is Ometeotl who's both male and female just like Marco. And if you are too stupid to see that he's supposed to be honored and respected because of this, then you have no business having that calendar on your board and no business talking to me!

184 Xochipilli / Xochiquetzal—Mexica flower prince and princess of the arts and all genders Ometeotl—Mexica creation spirit in divine balance

197 And we are also gathered in this circle to celebrate a sacred member of our community, Marco Magdalena Sánchez, who today we publicly honor for being a xochihuah, the one who bears flowers who is a reflection of our Creator, Ometeotl, and holds both the female energy and the male energy in harmony.

201 As a reflection of Ometeotl you are fluidity in motion. You may bleed like a woman and you may move as a man in the world as you have chosen to do now. Wherever you decide to thrive remember that you are perfection in the crossroads. ...Teresa then steps back and asks Marco to speak. Ever since I was little, I felt like there was more to me than what people saw. I didn't know how to explain it until I learned about the xochihuah and Ometeotl. Duality seems like me on some days but most days, I feel more boy than girl. To be honest, I'm still trying to figure out where I'll end up—a boy, a girl, or both—but I can say this: I feel lucky to have this spiritual path to guide me. I just want my family and friends to understand me to accept me for who I am and who I will be.

211 Similarly, it was precolonial indigenous ideas that inspired me to write a genderfluid character like Marco. As a cisgender Xicana, disappointed with the often negative way that some in my community view and treat gender-expansive people, my intention was to offer an alternative. Mesoamericans had a broader understanding of gender and some evidence shows us that xochihuah (sho-cheewah) were more often seen through a sacred lens, with respect. Though we can't be certain if it was otherwise, my challenge to my community is to use some of this ancestral wisdom as a guide to embrace xochihuah, and to reject intolerance. To young gender-expansive readers, please know that within these pages you are seen, you have a place, and you are held in love. ...And if those traditions do not honor you, then use that source as inspiration to correct a wrong and create something meaningful for you the girls, women, and gender-expansive people in your community.

216 Use this calendar to track the cycles of your body and heart with the cycle of the moon. This can be started at any time and used every month. Use this diagram to copy into your own monthly moon journal. Important: you do not need to menstruate to see how the moon affects you! To begin, find the phase of the moon in the sky and mark that as your first day. Quiet your mind and think about what is happening inside of you. Use the spaces (see sample) to fill in a word(s) or symbol(s) to show how your body and heart feel on that day. Be as creative as you'd like! Repeat the following day until you've filled the entire month. Then, repeat the next month. On the beautiful day your moon cycle arrives, make a new chart. Look to find where the moon is and mark that as your first day. Your moon might land on a waxing moon or a last quarter moon. This is okay! Start there and keep going throughout your cycle. The important thing is to find your connection to the celestial moon, to see what sort of dance you and Luna create!

THE MOON WITHIN by Aida Salazar

Arthur A. Levine Books, 2019

PUBLISHER'S SUMMARY

Celi Rivera's life swirls with questions. About her changing body. Her first attraction to a boy. And her best friend's exploration of what it means to be genderfluid. But most of all, her mother's insistence she have a moon ceremony when her first period arrives. It's an ancestral Mexica ritual that Mima and her community have reclaimed, but Celi promises she will NOT be participating. Can she find the power within herself to take a stand for who she wants to be? *A dazzling story told with the sensitivity, humor, and brilliant verse of debut talent Aida Salazar.*

LIBRARY OF CONGRESS SUBJECT HEADINGS

Menstrual cycle
Family life
Life change events
Racially mixed people
Best friends
Novels in verse Transgender children
Friendship
Mothers and daughters
Rites and ceremonies
Puberty
Racially mixed children
Transgender people
Racially mixed families

RECOMMENDED AGE GROUP: 8 to 12

HOLDINGS AND CIRCULATION

- 1 print copy at Slidell/ Shelves in Juvenile Fiction/ Call number J Sala
Purchased in January 2020. Available on shelf January 2020.
Total circulation on print copy: 9

OTHER LIBRARY HOLDINGS

Held in 997 libraries.
Jefferson Parish Library – Juvenile Fiction
Hancock County Library System – Juvenile Fiction
East Baton Rouge Parish Library – Young Adult Fiction

PATRON REQUEST/SUGGEST A PURCHASE: N/A

REVIEWS

BookPage (03/01/2019):

Debut author Aida Salazar's **The Moon Within** is an important coming-of-age tale of a girl learning about her changing body and all of the questions and revelations that come along with it. Celi Rivera is a mixed-race girl with black, Puerto Rican and Mexican heritage, and she's on the brink of womanhood. She's dealing with her first attraction to a boy, her best friend's questions about gender identity and, most infuriatingly, her mother's insistence that she participate in a moon ceremony when her first period arrives. Celi prefers to keep her journey private, but her mother can't understand why Celi doesn't want to celebrate these exciting changes with her community. Soon, a rift forms between mother and daughter, but can the two find some common ground and mark this event in a way that honors both of their wishes? Salazar's use of verse in this story adds a layer of raw emotion and honesty that makes the reading experience all the more poignant. **The Moon Within** is both unique and universal, relatable to women and girls everywhere and singular in its context within Latinx culture. Salazar handles this story with beauty and grace, giving young girls a picture of what it means to stand in your own power and reclaim your own story. COPYRIGHT(2019) BookPage, ALL RIGHTS RESERVED.

Kirkus Reviews (11/01/2018):

A worthy successor to *Are You There God? It's Me, Margaret* set in present-day Oakland. Eleven-year-old Celi, mixed black-Puerto Rican-Mexican, dreads the imminent arrival of her period, less because of the menstruation itself and more because her mother insists that Celi have a "moon ceremony," in which the members of her mother's "women's circle" will mark the transition from childhood to womanhood. Meanwhile, her best friend is going through a different transition--from girl to xochihuah, "neither / female nor male but both." While Celi is initially shocked by the adjustment, she loves Mar, as her best friend now prefers to be known, no less. But when other kids, including her crush, Iván, say cruel things about Mar, Celi is torn between the possibility of a first kiss and loyalty to her friend. Salazar's verse novel is sensitive and fresh, featuring modern interpretations of pre-Columbian coming-of-age traditions that arise organically from the characters. Mar's heritage is Mexican, and Iván is mixed, black and Mexican; Celi and Mar's participation in a Puerto Rican performance group and their mothers' shared, deeply felt Xicana identity allow Salazar to naturally explore cultural nuances not often seen in middle-grade fiction. Genderfluid Mar takes both that name and the masculine pronoun midway through the book, and Celi's narration adjusts accordingly even if some of their peers' attitudes do not. An authentically middle school voice and diverse Latinx cast make this book a standout. (Verse fiction. 8-12) COPYRIGHT(2018) Kirkus Reviews, ALL RIGHTS RESERVED.

School Library Journal (12/01/2018):

Gr 4-8--Salazar's debut coming-of-age story told in verse explores the themes of first love, first periods, and gender identity. Eleven-year-old Celi Rivera is mortified by the looming fact that her first period is coming. Her mother, however, is eager to throw her a "moon ceremony" upon its arrival to reclaim and honor their ancestral Mexica traditions and to empower her as she enters young womanhood. Meanwhile, Celi's best friend Magda is also going through a change, asking Celi to use he/his pronouns and call him Marco as he embraces his transition into a xochihuah, "people who danced between/or to other energies/than what they were assigned at birth." But when Celi's new crush Iván repeatedly makes fun of Marco for his

appearance, Celi makes a few rash decisions. Celi's and Marco's parents come through with wisdom, shedding light and acceptance on each tween's journey. Celi's mom speaks frankly about sex and health, using poetic imagery to describe "women's most magical parts" and sexual pleasure. This novel contains rich descriptions of Mexica rituals and provides a unique perspective on gender fluidity and the bonds of unbreakable friendship. **VERDICT** An excellent addition for upper middle grade and middle school readers, especially for maturing tweens in the midst of puberty.--*Jane Miller, Nashville Public Library* Copyright 2018 School Library Journal, LLC Used with permission.

Bulletin of Ctr for Child Bks (01/01/2019):

Celi is mortified at the idea of her mother's plan for a moon ceremony to celebrate the onset of her period. She's eleven, though, and she can't deny that her body is changing any more than she can deny her feelings about Ivan, a boy she sees at the cultural center. When Ivan makes fun of Celi's best friend Magda, who has begun her transition to being Marco, however, it forces Celi to choose between her desire to pursue her requited crush and her loyalty to her friend. Celi's and Marco's mothers celebrate both their children's transitions with ceremonies that put a New Age spin on recovered Mexican traditions. While Celi continues to object strenuously to the moon ceremony, her mother pushes ahead anyway, and Celi's objections disappear in the detailed description of the ceremony itself. Salazar explains in an author's note that she created her version of a moon ceremony by combining Mexican and Caribbean traditions with her own ideas, and she encourages Xicana girls to do likewise in order to embrace and empower their femininity. Unfortunately, that message is lost in the text itself as the plot completely overrides Celi's feelings and her desire for privacy. While the mothers-know-best messaging is didactic and the links to the cultural past are sketchy, the verse novel, delivered in effortless Spanglish, offers an excellent portrait of the way many people live their mixed heritage now. Pair it with Nikki Grimes' *Planet Middle School* (BCCB 11/11) for diverse and poetic looks at periods, first crushes, and the ups and downs of relationships with family and friends. KC

Booklist (01/01/2019):

Grades 3-6 Celi's body is signaling changes, and all signs point to puberty. Her proud mother intends to hold a moon ceremony with family and close friends, an event for women to honor her first menstruation and give her advice, as well as empower her as she moves into this new phase in her life. This story is told in beautiful poems, using imagery and free verse to convey the tale, and it's narrated from the perspective of Celi, who starts off quite against the ceremony. In the time leading up to her first period, she also makes a few poor decisions towards her best friend, who announces their gender fluidity and needs her support more than ever. This is a lovely, relatable story about anyone who is torn between their impulses, fueled by frustration or anger, and the desire to do what's right by family and friends, especially when it's difficult. The words really use up the space on the pages in creative ways, and the author reveals cultural aspects of Latinx (especially Xicana) and Caribbean peoples in rich detail. (Reprinted with permission of Booklist, copyright 2019, American Library Association.)

Shelf Awareness (03/05/2019):

Essayist, short-story writer and first-time children's novelist Aida Salazar's *The Moon Within* is a contemporary tale told in first-person verse about a girl reaching deep within herself for understanding. Eleven-year-old Celi is a good student, a dancer and a drummer. Her Xicana (a girl or woman "in the US with Mexican indigenous origins") mother, Mima, is an herbalist; her black Puerto Rican father a drummer and music teacher. She and her fellow Oakland, Calif., tweens are beginning to learn about their new feelings, changing bodies and expressions of sexuality and gender. Her best friend, Magda, for example, now requests that others use the pronouns he/him and call him Marco or Mar. His eloquent father explains this new identity by calling Mar *xochihuah*, a person "who danced between or to other energies than what they were assigned at birth." Celi struggles with her identity as a young woman, scared of the moon ceremony her mother, searching for tradition, wants to hold to celebrate her first period. She also yearns to enjoy her first girl-boy relationship with Iván, who, like her, is "Black-xican--Black and Mexican mixed"--but he and other kids make fun of her genderfluid friend. Celi "*like*" likes Iván, but wants to be loyal to Mar. Salazar's language is frank and rich, using occasional Spanish or Mexica/Nahuatl words, to express each tween's individual thoughts and emotions during the wholly common experience of puberty. As Salazar explains in her author's note, *The Moon Within* is also working to resurrect from the Mexica past the traditional connection between women and the natural world. Readers are sure to respond to Celi (and Salazar), as they think about their own bodies, feelings and relationships. COPYRIGHT(2019) Shelf Awareness, ALL RIGHTS RESERVED.

Publishers Weekly (03/18/2019):

Writing in clear, lyrical first-person verse, debut author Salazar gives voice to 11-year-old dance enthusiast, Oakland-based Celi Rivera, as she grapples with her changing body and a first crush, as well as familial and cultural expectations about growing into womanhood. Celi describes her heritage as "Black-Puerto Rican-Mexican-ness," and she is particularly dreading the start of her period, because her mother insists that she celebrate with a "moon ceremony," an ancestral Mexica tradition. For Celi, "I'd rather crawl into a cave/ than have a stupid moon ceremony!" Celi confides in and values her gender-fluid best friend, Marco. But when her skateboarding crush, Ivan, is insensitive toward Marco, Celi has to decide where her loyalty lies. Short, vignettelike passages explore Celi's growing sense of agency over her body and beliefs, and the discovery of her personal rhythm in dance and in life. With sensitivity, Salazar purports that menstruation is a source of feminine strength, inexorably and beautifully connected to the moon cycle. The broader message is one of acceptance, celebration, and resistance: a period is just a period, Salazar suggests, but it's also so much more. Ages 8-12. Agent: Marietta B. Zacker, Gallt and Zacker Literary Agency. (Feb.) Copyright 2019 Publishers Weekly, LLC Used with permission.

BIOGRAPHICAL NOTE

Aida Salazar is an award-winning author and arts activist whose writings for adults and children explore issues of identity and social justice. She is the author of the middle-grade verse novels *The Moon Within* (International Latino Book Award Winner), *Land of the Cranes* (Américas Award Winner), and the forthcoming biography picture book *Jovita Wore Pants: The Story of a Mexican Freedom Fighter*. With Yamile Saied Méndez, she is slated to co-edit *Calling the Moon*,

a middle-grade anthology on menstruation by writers of color. She is a founding member of Las Musas, a Latinx kidlit debut author collective. Her short story "By the Light of the Moon" was adapted into a ballet production by the Sonoma Conservatory of Dance and is the first Xicana-themed ballet in history. She lives with her family of artists in a teal house in Oakland, California.

AWARDS & LISTS

Golden Poppy Book Award

NECBA Windows and Mirrors

Notable Books for a Global Society

2020 ALA Rainbow List

2019 School Library Journal Best Books List

RESOURCES

Ingram Content Group, LLC

Books in Print 2.0

Worldcat

Individual library websites (for holdings info)



October 12th, 2023

Ms. Connie Phillips

██████████
Mandeville, LA 70471

Dear Connie Phillips,

Thank you for submitting your Statement of Concern regarding *The Moon Within* by Aida Salazar. Per the St. Tammany Library Board of Control's policies and procedures, this correspondence is to notify you of the recommendation of the library staff committee regarding the material referenced in your Statement of Concern.

Pursuant to La. R.S. § 14:91.11, it is unlawful for any St. Tammany Library to display, exhibit, disseminate, check-out, or otherwise provide any minor anything that constitutes material harmful to minors by law. However, materials are only deemed harmful to minors if **all** four (4) of the following apply beyond a reasonable doubt:

1. First, the material must exploit, be devoted to, or principally consist of "descriptions or depictions of illicit sex or sexual immorality." To be "descriptions or depictions of illicit or sexual immorality," the material must convey ultimate sex acts, masturbation or excretory functions, lewd exhibition of private areas, sadomasochistic abuse, sexual intimacy via physical acts of private areas, or stimulation of human genitalia.
2. Second, the material must incite, appeal to, or be designed to incite or appeal to "the prurient, shameful, or morbid interest of minors," i.e., a sexual response over and beyond those that would be characterized as normal for a minor.
3. Third, the material must be "offensive to the average adult applying contemporary community standards with respect to what is suitable for minors." These standards are not defined or limited by any specific geographic area.
4. Fourth, the material, when considered in its entirety (including both objectionable and nonobjectionable parts), must lack any "literary, artistic, political, or scientific value for minors."

If any of the foregoing requirements are not met, the material is not unlawful under La. R.S. §14:91.11.

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MADISONVILLE (985) 845-4819

MANDEVILLE (985) 626-4293

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Importantly, the statute defines “minor” as “any person under the age of eighteen years.” Thus, the last three (3) elements above must be considered in that context, e.g., “The material taken as a whole [must] lack serious literary, artistic, political, or scientific value for [any person under the age of eighteen years].” Additionally, if materials that qualify as harmful to minors are not sold, distributed, advertised, or otherwise distributed to minors, it is permissible under the law to have them available for adults to do so, as long as the minors are unable to see, “as displayed,” descriptions or depictions of illicit sex or sexual immorality.”

Under this analysis, the staff committee determined that the material at issue in your Statement of Concern does not qualify as unlawfully harmful to minors.

1. The committee found that the material did not exploit, was not devoted to, or principally consist of “descriptions or depictions of illicit sex or sexual immorality.” There is no sexual conduct at all. The book briefly describes genitals but not in a lewd way. The book discusses puberty and body changes.
2. The committee found that the text and images did not incite or appeal to the prurient interests of minors. There is no sexual conduct. The book clearly states on the back cover the subject matter covered: changing bodies, first attraction, and gender fluidity. The book is meant for children who are approaching or who are going through puberty. There are children in our community who are of the age that can relate to this book who know someone or who themselves are questioning or trying to understand their gender identity. The book addresses a gender fluid child’s basic feelings about being accepted. The book does not go into details about being transgender.
3. The committee did not find the material to be offensive to the average adult applying contemporary community standards with respect to what is suitable for minors. The book is not erotic. The committee acknowledged that there are parents who may not be ready to have conversations with their child about puberty or gender. But many families have children who can relate the situations in the book. The STPL has held one copy of the book since 2020. In almost three years the book circulated 9 times.
4. The committee believes the material taken as a whole does not lack serious literary, artistic, political, or scientific value for minors. The book has literary value as a story about friendship, acceptance, and support. The book is in verse and is a good introduction to the genre. The book does a good job of portraying the conflicted feelings that are normal for a tween child. The book has cultural value by showing the music,

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food, indigenous practices, and family traditions of Hispanic culture.

You asked that this book be shelved in a “upon request” section of the library. This book was located in the juvenile fiction collection. After reviewing the book and discussion, it was determined that, in the opinion of the committee members, the book does not violate the statute, and the book was shelved in the appropriate section of the library.

While we recognize that some may find the material in question not suitable for their family, that alone does not render it unlawful and does not warrant censoring the public at large from accessing and/or checking out the material. Parents are the ultimate deciders of which books and media their children will consume. At the same time, we do acknowledge that this book may not be in line with the values of all families in the Parish. The purchase of any item by the St. Tammany Parish Library is not an affirmation of the content of the item, and each family in our Parish has the right and responsibility to make decisions regarding what their own children will read or hear.

The committee’s report and recommendation will be made available to the St. Tammany Library Control Board, which shall make the ultimate determination based thereupon at the next regularly scheduled meeting on October 23rd, 2023, where it will be on the agenda. At that meeting, you will have an opportunity to address the Board for 5 minutes. If you are unable to attend, you may submit a written statement to be included in the record of the meeting.

Regardless of the outcome, we hope you will recognize the important role that a public library plays in a free and open democratic society as a neutral resource for everyone.

Respectfully,



Kelly LaRocca, Director

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Statement of Concern about Library Resources

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.

Date 11-19-2022

Name Connie Phillips

Address [REDACTED]

City Mandeville State LA Zip 70471

Telephone [REDACTED]

Representing _____ (self) St. Tammany Parish Library Accountability Project (organization)

1. Resource on which you are commenting:

book Book Newspaper Other
 Magazine Content of Library Program
 Audiovisual Electronic Resource

2. Title The Freedom Writers Diary

Author/Producer The Freedom Writers with Erin Gruwell

3. What brought this title to your attention?

Content violates the state obscenity statues
2021 Louisiana Laws
Revised Statutes
Title 14 - Criminal Law

4. Did you review the entire item? If not, what sections did you review?

yes

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

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.

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

Violates Content violates the state obscenity statues

2021 Louisiana Laws

Revised Statutes

Title 14 - Criminal Law

Summary of Concerns:

This book contains sexual activities;
sexual nudity; alternate sexualities;
profanity and derogatory terms;

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

Something that does not violate the state obscenity statues for minors.

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.

3. What brought this title to your attention?

Content violates the state obscenity statutes

2021 Louisiana Laws

Revised Statutes

Title 14 - Criminal Law

§91.11.

2) "Material harmful to minors" is defined as any paper, magazine, book, newspaper, periodical, pamphlet, composition, publication, photograph, drawing, picture, poster, motion picture film, video tape, video game, figure, phonograph record, album, cassette, compact disc, wire or tape recording, or other similar tangible work or thing which exploits, is devoted to or principally consists of, descriptions or depictions of illicit sex or sexual immorality for commercial gain, and when the trier of fact determines that each of the following applies:

(a) The material incites or appeals to or is designed to incite or appeal to the prurient, shameful, or morbid interest of minors.

(b) The material is offensive to the average adult applying contemporary community standards with respect to what is suitable for minors.

(c) The material taken as a whole lacks serious literary, artistic, political, or scientific value for minors.

(3) For the purpose of this Section "descriptions or depictions of illicit sex or sexual immorality" includes the depiction, display, description, exhibition or representation of:

(a) Ultimate sexual acts, normal or perverted, actual, simulated, or animated, whether between human beings, animals, or an animal and a human being;

(b) Masturbation, excretory functions, or exhibition, actual, simulated, or animated, of the genitals, pubic hair, anus, vulva, or female breast nipples;

(c) Sadoomasochistic abuse, meaning actual, simulated, or animated, flagellation or torture by or upon a person who is nude or clad in undergarments or in a costume which reveals the pubic hair, anus, vulva,

genitals, or female breast nipples, or the condition of being fettered, bound, or otherwise physically restrained, on the part of one so clothed;

(d) Actual, simulated, or animated, touching, caressing, or fondling of, or other similar physical contact with, a pubic area, anus, female breast nipple, covered or exposed, whether alone or between human*, animals or a human and an animal, of the same or opposite sex, in an act of apparent sexual stimulation or gratification; or

(e) Actual, simulated, or animated, stimulation of the human genital organs by any device whether or not the device is designed, manufactured, and marketed for such purpose.

(4) "Minor" means any person under the age of eighteen years.

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

Violates Content violates the state obscenity statutes

2021 Louisiana Laws

Revised Statutes

Title 14 - Criminal Law

Summary of Concerns:

This book contains sexual activities;

sexual nudity; alternate sexualities;

profanity and derogatory terms;

violence including child abuse and

molestation; hate including racist

commentary; alcohol and drug

abuse.

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3 The illustration on this page depicts a drawing of a man in silhouette. His lip size is greatly exaggerated.

4 One of my disgruntled neighbors had the audacity to say, "If you love black people so much, why don't you just marry a monkey?"

7 Most of these niggas come strapped and ready to bust a cap.

...I don't even think everyone in this class is supposed to be in here, because there's a white boy in the corner looking down at his schedule, hoping that he's in the wrong room. For his entire life he's always been part of the majority, but as soon as he stepped into this room, he became the minority. Being white in this class is not going to give him the same status that he gets in society.

8 What the hell am I doing in here? I'm the only white person in this English class!

9 I'll lie and insist that there's been a computer error and that I am supposed to be in the Distinguished Scholars class, even though I suck in English and have a learning disability. I know she'll believe me 'cause I'm white.

10 That's just the way it is, and we all respect that. So when the Asians started trying to claim parts of the 'hood, we had to set them straight.

13 I opened my backpack, took the gun out, and put it in my waist, then I slowly walked to the back and waited for the door to open.

..."Fuck them niggas..."

...Usually, I would have run, but this time I had a gun. I knew they were getting closer, so I turned around, reached for my gun, took it out, and pointed the gun at his head.

...I put the gun back in my waist, and went home. No big deal, just another day in the 'hood.

17 Risking life, dodging or taking bullets, and pulling triggers

...It's all worth it.

18 But Sarah's boyfriend is a senior, and all of the members knew the kind of things the "senior men" did with freshman girls.

19 I presumed she must have been given specific instructions because while we sizzled, she kneeled in front of David O'Neal, a popular junior boy. I couldn't make out exactly what was happening, but he was holding something in front of him

that looked like a bottle, and I think she was crying. Then her head started moving back and forth, and as a crowd of rowdy boys gathered around them she started to go help her I was pushed back to the ground as a voice screamed, "Where do you think you're going, whore? Did I say you could get up?" It was one of the members.

...I reeked of beer that had been poured on me multiple times.

20 Now that I've been initiated, and I'm officially in, my only concern is parties and stuff. All the older girls drink and really "party."

...I guess everybody in high school drink, though, so it's not too bad.

21 I got into tagging, because bangin' and dealing drugs or kickin' it with gangsters was not my thing. I started to hit up on walls with markers or cans. Kickin' back with the homies, smoking bud, and fuckin' shit up.

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22 If it passes, the government can take away health care benefits and any other public program, like school, to all illegal immigrants. I'm scared because it will personally affect my family since my mom came here illegally.

...Someone in Ms. G's class reminded us that "187" is the police code for murder. If this proposition passes, it may murder the opportunities for immigrants like me to succeed.

25 When I felt the rush of air from his fist whizzing past my face, I went crazy! I started kicking him in the head!

39 I began to analyze and reflect on my life, my many encounters with injustice and discrimination.

45 I didn't do much except sit at my homie's pad and smoke. That was all I did when I ditched- chilled and smoked.

46 I was smoking out with my homies when the cops rolled up.

52 The only job I could get in my neighborhood was selling drugs- so I decided to pass.

67 I am struggling with a deep secret- being a "closet drinker."

...It's so hard for me to change because I fear that people will not like the sober me. I've been doing it for so long, it's just a daily routine like getting up in the morning, going to the bathroom, and brushing your teeth.

...I woke up craving orange juice with a little hint of vodka. Guess what I did? As usual, I went to my secret stash, and poured my favorite drink, vodka and orange juice.

...Of course my mom was already at work, so I walked out the door with my water bottle filled with O.J. and vodka and went to school like it was an everyday thing.

72 I watched him steal money from my mother's purse and sell our belongings for drugs.

...I can still feel the sting from the belt on my back and legs as he violently lashed me in his usual drunken state of mind.

75 I was only six when a friend of my father's molested me in his home.

...Even standing at the bus stop, I realized that the women and girls standing next to me may have been molested, harassed, or even impregnated at one point in their lives.

...Round one- What if the elderly woman sitting across from me was sexually molested by her uncle when she was young?

...Knowing that people are getting murdered and that thousands of women were being raped is shocking.

78 Matthew was simply walking home when a van full of gangsters pulled him into their car, drove him down to the railroad tracks, beat him up and then shot him repeatedly in the head.

91 He says, "Why don't you have any black friends?" or " So you're going over to those honky's house again?"

...Worse, he grew up in the South, and racism was all he saw.

98 Did he ever think of suicide?

...Sorry, diary, I was going to try not to do it tonight, but the little baggy of white

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powder is calling my name. As I chop up the white rock on my special makeup mirror into very fine powder I start thinking about the past week with Zlata and our infamous toast for change.

99 I'm what you call a closet tweaker. To clear things up, a tweaker is someone who smokes or snorts speed. Nobody knows my secret, especially Zlata, and I'd like to keep it that way. It's not something to brag about. I'm getting to a point where I can hide it in plain sight. When Zlata was here, she and Ms. Gruwell had no idea that I was high. I even got high before we went to Universal Studios with her, but I played it off as much as I could.

100 I was put in rehab after our toast for change for possession of marijuana, but now that I'm in rehab, I'm addicted to speed.

...When I think of an addict I think of someone walking the streets, begging people for change, sucking dick for a score, leaving their babies in the trash still alive.

...For me, a quick line has turned into a fast hit from the glass pipe. The higher the intensity, the better the high. That's my preferred party favor, the glass pipe.

101 With all that behind me, I whip out my straw, sit down on the toilet, making sure the bathroom is locked; bring it to my nose and snort. The burn is a sure sign that I'm on my way to my next high. Oh yeah, it's going to be good. No more headaches, body aches, or stomachaches until of course, the high is over, but only until I reach for my best friend called crystal meth.

113 I asked her why, and her response was "We don't read black literature in this class because it all has sex, fornication, drugs, and cussing."

117 A carton of milk was thrown, someone shouted "Fuck Niggers," a big crowd formed, and fighting began.

118 The boy who confronted him suddenly punched him in the face. He fell unconscious into the bushes then everyone rushed him at once. There were twenty angry boys against one. Someone grabbed him by the neck and dragged him out on the street. They started kicking, and punching him in his ribs, face, and anywhere they could reach. Someone picked up a metal trash can and slammed it

into his face.

121 Suicide is something that's always on my mind, "24/7." There isn't a day that goes by without the enemy shooting suicidal thoughts through my mind.

...There I was, standing in the dark, holding a kitchen knife to my wrist. My heart began to beat faster and faster as I held out my arm. I pulled back my sleeve, exposing my wrist. My mind blacked out. I looked down to see that the knife had barely cut into my skin. The knife was too dull.

125 A guy in the corner even said, "Misogyny? Did you say massage me pee-pee?" and started laughing.

...My male cousins were advised, "Make sure you put a hat on that Jimmy!" or "Get as many girls as possible!"

...My boyfriend and I had been together for two years before we decided to have sex. Then when it came time for what was supposed to be my special moment, I thought there would be caressing and passionate kisses. Instead, it was a five minute bang, bang, bang.

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127 "Hmm? What is that? Who's touching me?" Whatever it was. I didn't like it...it was Uncle Joe. What was he doing to me? Whatever it was, I wanted him to stop. I opened my mouth to tell him to stop, but the words wouldn't come. It was as if a ton of bricks had fallen on me, knocking the air from my lungs, making me unable to speak.

I felt his body right next to mine and his breathing got stronger and stronger. He was touching me in places I didn't know could make me feel so dirty. I didn't move a muscle. I made my body as hard as a rock, as he slowly slid his hand up my shirt caressing my back and the side of my breasts. He kept on trying to make me lie on my back, but he was unsuccessful.

He got closer and closer. I could actually feel his skin touching mine. The feel of his sweat and his lips on my skin made me want to cry. A gigantic lump formed in my throat and to this day, nothing makes it go away. Uncle Joe wasn't being rough with me, which made it hard for me to decide whether or not what he was doing

to me was wrong. It tore me up inside to think he would actually do me any harm. I was only a little girl, but I knew what he was doing was wrong. But why? Uncle Joe is the most righteous person I've ever met...After Uncle Joe invaded me, he got up for a drink of water.

129 If you pull up my shirtsleeves and look at my arms, you will see black and blue marks.

...The first shove, the first time he slapped me, when he started calling me names, or the time he squeezed my arm so hard I had a bright red handprint around it?

...When he exploded, he would hit me, shake me, push me, squeeze my arms, and yell things like "You stupid bitch, you can't do anything right."

130 We would be kissing pretty heavily and he would get a little too excited. He would want to have sex and I always told him wasn't ready. He would start pulling my clothes off, saying, "We are going to do this!" Then he would just stop and push me aside and order me to get dressed.

132 The color purple was coming from my mother's eye where my stepdad had punched her.

134 When my mother comes home, he has the audacity to take the money and go buy beer and drugs, more specifically cocaine.

139 I've seen prostitutes propositioning men right in front of my students; I even had a crack dealer approach my car once and try to sell me rock.

145 With the smell of marijuana in the air, the mumbling of drug dealers trying to make their sales, the horrific sounds of gunshots, and the sight of graffiti, which is more popular than Van Gogh.

...The only grass that's alive is the grass they smoke. But grass isn't the only thing that they smoke. I see crackheads getting high in the "cut" smoking their pipes.

146 After the gunshots stopped, a woman screamed, "Help me, please...why, why, why?" I looked out of my bedroom window to see a man with a bullet wound in his head the size of a quarter and blood oozing out of his head like ketchup coming from a Heinz bottle.

...I have watched men pistol-whip their girlfriends or smash their heads through car windows.

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150 "As his penis twirled in my mouth, thoughts of the popcorn he promised me ran through my mind..."

151 When I started to read the story, all of a sudden everything hit me: "I sat on the operating table, shivering...my stomach flipped as I lay back and placed my feet in the stirrups." How was I so lucky to get a story about abortion? It was my secret come to haunt me once again.

156 Washing my mom's blood, which was shed from time to time; a sacrifice to make him happy. He lived for blood- her blood, enjoying every fist that hit her flesh, and every scream that took place.

167 "Please get off me!" I screamed at the boys who were at least two feet taller than me and had extremely deep voices.

"Shut up you fucking nigger, your kind don't belong here," they screamed as they kicked me harder and harder.

171 All of those horrific pictures of children with their arms and legs cut off of their bodies and put together on another adult or child's body was like looking at a collage of bad dreams that was put together like a picture puzzle.

176 If he died it would have been for the simple fact that we were black and in the wrong place at the wrong time.

178 I had constant flashbacks of all the guns put to my head, all of the bullets that barely missed me, and all the times I thought to myself, "Just give up, they're gonna kill you anyway."

179 "And get the hell off my couch!" He grabbed me by my shirt and threw me across the room. Then he picked me up by the neck. All I could think of was why is he was doing this to me. I didn't do anything to defend myself, it's kind of scary having a six-foot-four giant, with arms built to play football, grab you by the neck and throw you into the trunk of a car. While in the trunk I could hear my mom

screaming. I could hear the sound of his fist smashing against her face.

I stayed in that grease-infested trunk for at least a day. It was morning when my mom finally let me out. The daylight burned my eyes. My pants were soaking wet with a combination of dirt, car oil, and urine.

180 All of my mother's welfare money supported her maniac boyfriend's cocaine habit.

...My mom was eight and a half months pregnant. With all the stress in her life, she had to be rushed to the hospital in premature labor. And I was stuck in the house with a child abuser, woman beater, murderer, drug user, and ex-convict. I was constantly being hit. Constantly being told I would never be anything, I ain't shit, I'll never be shit. I knew there would be trouble as soon as my mom left for the emergency room. The second this thought entered my mind, this madman started yelling at me. "It's your fault that she's gone! Don't start that crying shit. I ought to beat your ass."

I was home by myself most of the time my mom was in the hospital. My mom's boyfriend exchanged all her jewelry with his dealer so he could buy his drugs.

181 Sometimes they just argued over why there's money in the house and no cocaine. For years he sold drugs out of the house where my mom paid rent.

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183 Apparently Jeremy had brutally raped and murdered a seven-year-old girl in a Nevada casino.

...Jeremy began playing tag with the little girl, followed her into the women's restroom, where he raped and murdered her in a bathroom stall. The friend with Jeremy was also in the restroom at the time, but he left and did nothing to stop this crime.

...He had child pornography on his computer, and he was abusing drugs. This is a lethal combination. Although not an excuse, such things can make a person with such a dark and disturbed side commit acts they may never have if not under their influence.

185 I found out they were really here because of a kid at our school named Jeremy Strothmeyer, who had gone to Las Vegas and raped and murdered a seven-year-old girl while we were in Washington.

186 People were saying it was because of drugs, specifically speed, that led Jeremy to murder a seven-year-old girl. Bullshit! I used to be a "tweaker," but not even at my lowest point would I ever murder anyone.

189 Maybe it was her drinking, maybe it was her drugs...Maybe it was me.

191 My aunt's niece and her friends would bring drugs in and out of our home; they would stay up at all times of the day and night, while my sister and I would stay locked up in our room.

196 Crackheads getting high right in front of me, and drug dealers making more money in one day than a stockbroker makes in one week.

...Cheryl was kidnapped, raped, driven to a desert, and had acid poured all over her body. She was left to die.

...Cheryl got up from the ground even though acid was eating away at her skin. She began to walk toward the sound of moving cars that were on the highway, about one hundred feet away from her. The acid had blinded her and she had to rely on her other senses. Once Cheryl reached the highway, a motorist spotted her and took her to the hospital.

202 Instead, all the girls my age are already knocked up by some cholo.

...I always thought that the only people who went to college were rich white people. How did she expect me to go to college? After all, I live in the ghetto and my skin is brown.

215 "You are so lucky you didn't have to go last night," one of the pledges said. "We had to play a game called Jingle Balls. Well, the most popular senior guys were standing in front of us..." Then they went on to tell me how all the guys were screaming at them and telling them what to do. They said the guys had their balls out of their pants and the pledges had to kneel in front of them and sing. They told me how they had to sit on guys' laps, sing to them, and even kiss them.

...Now that I'm so-called "popular" I stood in shock listening to the young girls sing "Jingle balls, jingle balls, Jingle all the way..." I couldn't believe it! I watched the pledges on their knees, inches away from the guys standing in front of them with their balls out of their pants. The freshmen girls were singing this song, in disgust, as the high school participants crowded around to watch. After a couple of minutes, the males were getting frustrated. I didn't know why at first until I heard,

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"The fucking bitches are closing their eyes. Make them open their eyes!" The senior girls disregarded their comments and continued watching. When they went through this ceremony four years ago, the males were allowed to wipe their balls on the pledges' faces, but this year the girls were spared this.

233 To me, a pimp is a tall, smooth-talking middle-aged man who uses his slick ways to manipulate the minds of young women- not a five-foot-tall Jewish grandmother!

241 I pierced my nipple and my mother nearly had a heart attack.

244 Many people don't accept me when they find out I'm a lesbian.

I realized I was a lesbian just recently, when my best friend told me that she loved me and I returned her love.

248 I asked her if she had ever been sexually abused.

...When she confessed that her uncle had molested her, I was shocked. That was the same person who had raped me!

251 But when new friends introduced me to drugs, I began to lose interest in football.

I started drinking and smoking moderately in the summer after sixth grade. I was twelve years old.

My drug experimentation soon spun out of control.

...My new friends were all into drugs, too, so it made it easier to get high. This transformation too two years before full-on addiction. By the time I had reached my freshman year in high school, I was smoking pot three to five times a day.

Besides smoking, I was drinking around the clock.

Soon drinking and smoking wasn't good enough. I needed a bigger and better high. I tried everything that I could. I would try or do anything to get high. I had shroomed, tried many uppers and downers. I had tried acid (LSD) time and again. The worst for me was nitrous. It was the most addictive drug I did.

...I had a nitrous oxide tank in my closet so I could get my daily high. I remembered one time when I had run out and it would take a day to get it filled up, but that was too long. I need to get high right away, so I tried a whip cream bottle, but it did nothing for me. I remembered watching a news special that talked about how people get high with household cleaners. So that's what I decided to do. I went to my closet and found some computer cleaner and it did the trick.

254 When I told people in my AP Government class, a class that is predominantly white, with one black person beside myself and two Latinos, instead of congratulating me, they immediately asked "What's your GPA? What did you get on your SATs?" As if to imply that I didn't deserve my acceptance

257 Where had I gone wrong? I had been careful not to have unprotected sex; I had learned my lesson last time I had become pregnant. Then I remembered the night the condom broke.

When I had become pregnant at fourteen, it was because of my own irresponsibility. I felt that I had no choice but to have an abortion. Afterward, though, I felt like I had killed part of myself- I began to drown. It took almost three years to recover from the depression that engulfed me after the abortion of my first child.

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259 I live in a neighborhood where the sounds of gunshots are my lullaby. The smell of weed lingers in the air and most of the people around drink 40s like it's going out of style. The crime in the area is horrific. People have either been locked up or are on the streets dealing drugs.

261 Nothing has been the same since my parents started smoking crack. The house is

always filled with the smell of stale, burnt, cocaine. The odor is left behind in the pores of their skin. So, when I go to give them a hug, the smell still lingers. I hate seeing their eyes all big and bulging, their bodies twitching like a fish out of water. After watching them hit the pipeline there is no tomorrow. I know that they have a serious problem. Getting high is their daily routine. It is like they don't care if they have children or not. All they really care about is feeding their urge for drugs. ...When I was younger, they would lock me up in the closet because they wanted to get high and beat up on each other. One day it got so bad that my father smashed my mother's head in between the couch and the wall. I became so used to being in the closet that I put snacks in there and a mini TV to watch.

263 They will be getting high from my gold charm. Now I see what is really special to them...the drugs instead of me.

265 And not a day could pass without the help of that white powder. I didn't even need it to get high anymore.

...I wanted to take some sugar cubes laced with LSD and I flipped out.

..."I'm going to take your ass, white boy."

Profanity/Derogatory Term Count

Ass 15

Bitch 6

Fuck 13

Goddamn 1

Nigger/Nigga 3

Piss 2

Shit 12

***THE FREEDOM WRITER'S DIARY* by Freedom Writers**

Broadway Books, 2007

PUBLISHER'S SUMMARY

Shocked by the teenage violence she witnessed during the Rodney King riots in Los Angeles, Erin Gruwell became a teacher at a high school rampant with hostility and racial intolerance. For many of these students-whose ranks included substance abusers, gang members, the homeless, and victims of abuse-Gruwell was the first person to treat them with dignity, to believe in their potential and help them see it themselves. Soon, their loyalty towards their teacher and burning enthusiasm to help end violence and intolerance became a force of its own. Inspired by reading *The Diary of Anne Frank* and meeting Zlata Filipovic (the eleven-year old girl who wrote of her life in Sarajevo during the civil war), the students began a joint diary of their inner-city upbringings. Told through anonymous entries to protect their identities and allow for complete candor, *The Freedom Writers Diary* is filled with astounding vignettes from 150 students who, like civil rights activist Rosa Parks and the Freedom Riders, heard society tell them where to go-and refused to listen. Proceeds from this book benefit the Freedom Writers Foundation, an organization set up to provide scholarships for underprivileged youth and to train teachers

LIBRARY OF CONGRESS SUBJECT HEADINGS

Teenagers
Toleration
United States

HOLDINGS AND CIRCULATION

- 2 print copies at Pearl River, and Slidell/ Shelved in Adult Non-fiction. Call number 305.235 Fre

Purchased in September 2008. Available on shelf October 2008.

Total circulation on all print copies: 94

OTHER LIBRARY HOLDINGS

Held in 2701 libraries.

Jefferson Parish Library – Adult Non-fiction

East Baton Rouge Parish Library – Adult Non-fiction

Hancock County – Adult Non-fiction

REVIEWS

***Library Journal* (10/01/1999):**

When Gruwell was a first-year high school teacher in Long Beach, CA, teaching the "unteachables" (kids that no other teacher wanted to deal with), she discovered that most of her students had not heard of the Holocaust. Shocked, she introduced them to books about tolerance--first-person accounts by the likes of Anne Frank and Zlata Filipovic, who chronicled her life in war-torn Sarajevo. The students were inspired to start keeping diaries of their lives that showed the violence, homelessness, racism, illness, and abuse that surrounded them.

These student diaries form the basis of this book, which is cut from the same mold as *Dangerous Minds*: the outsider teacher, who isn't supposed to last a month, comes in and rebuilds a class with tough love and hard work. Most readers will be proud to see how these students have succeeded; at the end of their four-year experience, the Freedom Writers--as they called themselves, in honor of the Freedom Riders of the 1960s--had all graduated; Grunwell now works at the college level, instructing teachers on how to provide more interactive classes for their students. Recommended for youth, education, and urban studies collections.--Danna C. Bell-Russel, Lib. of Congress, Washington, DC Copyright 1999 Library Journal, LLC Used with permission.

BIOGRAPHICAL NOTE

Erin Gruwell and the Freedom Writers continue to share their stories with students and teachers from around the globe through their nonprofit, the Freedom Writers Foundation. They are the subject of the 2019 public television documentary *Freedom Writers: Stories from the Heart*, and the 2007 feature film *Freedom Writers*, starring Hilary Swank. Gruwell lives in Long Beach.

AWARDS & LISTS

N/A

RESOURCES

Ingram Content Group, LLC

Books in Print 2.0

Worldcat

Individual library websites (for holdings info)



October 12th, 2023

Ms. Connie Phillips

██████████
Mandeville, LA 70471

Dear Connie Phillips,

Thank you for submitting your Statement of Concern regarding *The Freedom Writer's Diary* by Erin Gruwell. Per the St. Tammany Library Board of Control's policies and procedures, this correspondence is to notify you of the recommendation of the library staff committee regarding the material referenced in your Statement of Concern.

Pursuant to La. R.S. § 14:91.11, it is unlawful for any St. Tammany Library to display, exhibit, disseminate, check-out, or otherwise provide any minor anything that constitutes material harmful to minors by law. However, materials are only deemed harmful to minors if **all** four (4) of the following apply beyond a reasonable doubt:

1. First, the material must exploit, be devoted to, or principally consist of "descriptions or depictions of illicit sex or sexual immorality." To be "descriptions or depictions of illicit or sexual immorality," the material must convey ultimate sex acts, masturbation or excretory functions, lewd exhibition of private areas, sadomasochistic abuse, sexual intimacy via physical acts of private areas, or stimulation of human genitalia.
2. Second, the material must incite, appeal to, or be designed to incite or appeal to "the prurient, shameful, or morbid interest of minors," i.e., a sexual response over and beyond those that would be characterized as normal for a minor.
3. Third, the material must be "offensive to the average adult applying contemporary community standards with respect to what is suitable for minors." These standards are not defined or limited by any specific geographic area.
4. Fourth, the material, when considered in its entirety (including both objectionable and nonobjectionable parts), must lack any "literary, artistic, political, or scientific value for minors."

If any of the foregoing requirements are not met, the material is not unlawful under La. R.S. §14:91.11.

ADMINISTRATIVE OFFICE
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Importantly, the statute defines “minor” as “any person under the age of eighteen years.” Thus, the last three (3) elements above must be considered in that context, e.g., “The material taken as a whole [must] lack serious literary, artistic, political, or scientific value for [any person under the age of eighteen years].” Additionally, if materials that qualify as harmful to minors are not sold, distributed, advertised, or otherwise distributed to minors, it is permissible under the law to have them available for adults to do so, as long as the minors are unable to see, “as displayed,” descriptions or depictions of illicit sex or sexual immorality.”

Under this analysis, the staff committee determined that the material at issue in your Statement of Concern does not qualify as unlawfully harmful to minors.

1. The committee found that the material did not exploit, was not devoted to, or principally consist of “descriptions or depictions of illicit sex or sexual immorality.” While there are references to sexual acts and conduct, the book does not primarily consist of descriptions or depictions of sexual acts.
2. The committee found that the text and images did not incite or appeal to the prurient interests of minors. The book is honest in its depiction and is not erotic. These scenes may be disturbing, harrowing, and shocking, but they are not gratuitous because it is always placed in a moral analysis. The scenes with sexual conduct and other violent situations are a testimony to the real events that the Freedom Writers experiences.
3. The committee did not find the material to be offensive to the average adult applying contemporary community standards with respect to what is suitable for minors. Two copies of the book were purchased in September 2008. In the fourteen years that the book was on the shelf, the two copies circulated a total of 94 times without complaints. The book’s primary audience is adults as it chronicles Gruwell’s four years as a teacher. The book has been shelved in the adult non-fiction section of the library. As the students are in high school and eventually go on to college, the book may resonate with some older teens.
4. The committee believes the material taken as a whole does not lack serious literary, artistic, political, or scientific value for minors. The committee found that the book has literary value as a work that brings to life the challenges of teens living in a specific time and place that current teens can still relate to. It is a good resource people who are thinking about going into teaching. It includes poetry and shows how journaling can be used to work through one’s problems.

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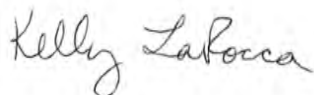
You asked that this book be shelved in a “upon request” section of the library. This book was located in the adult fiction collection. The Library’s card system allows parents to decide if their child can check out material from the adult section. After reviewing the book and discussion, it was determined that, in the opinion of the committee members, the book does not violate the statute, and the book was shelved in the appropriate section of the library.

While we recognize that some may find the material in question not suitable for their family, that alone does not render it unlawful and does not warrant censoring the public at large from accessing and/or checking out the material. Parents are the ultimate deciders of which books and media their children will consume. At the same time, we do acknowledge that this book may not be in line with the values of all families in the Parish. The purchase of any item by the St. Tammany Parish Library is not an affirmation of the content of the item, and each family in our Parish has the right and responsibility to make decisions regarding what their own children will read or hear.

The committee’s report and recommendation will be made available to the St. Tammany Library Control Board, which shall make the ultimate determination based thereupon at the next regularly scheduled meeting on October 23rd, 2023, where it will be on the agenda. At that meeting, you will have an opportunity to address the Board for 5 minutes. If you are unable to attend, you may submit a written statement to be included in the record of the meeting.

Regardless of the outcome, we hope you will recognize the important role that a public library plays in a free and open democratic society as a neutral resource for everyone.

Respectfully,



Kelly LaRocca, Director

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