

St. Tammany Parish Library
Board of Control Meeting
April 22, 2024
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, April 22, 2024.

AGENDA

Call to order by President and Roll Call by Director

1. Approval of the minutes of the meeting of the Library Board of Control that was held on March 25th, 2024.
 - Discussion
 - Public Comment
 - Vote
2. NEW BUSINESS
 - A. Financial Reports – March 2024
 - Discussion
 - Public Comment
 - Vote
 - B. Director’s Report
 - C. Report and Resolution on evaluation of YA materials – classifying and location
 - Discussion
 - Public Comment
 - Vote
 - D. Statement of Concern Decision – *Burned*
 - Discussion
 - Public Comment
 - Vote
 - E. Statement of Concern Decision – *A Court of Frost and Starlight*
 - Discussion
 - Public Comment
 - Vote
 - F. Rules and Regulations - Disaster Recovery Policy Update
 - Discussion
 - Public Comment
 - Vote
3. Adjournment

**St. Tammany Parish Library
Board of Control Meeting
March 25, 2024
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: Bill McHugh, Anthony Parr, Ann Shaw, Becky Taylor
Absent: Carmen Butler

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

1. Recognition and thanks for years of service to the Library Board of Control – Mary Reneau

B. Taylor stated that Mary Reneau could not attend the meeting and accepted a recognition plaque on her behalf. M. Reneau served on the LBOC for 14 years from 2009 to 2023, and served as Secretary for several of those years. B. Taylor thanked M. Reneau for her years of service.

2. Approval of the minutes of the meeting of the Library Board of Control that was held on February 26, 2024

Discussion: There were no suggested corrections to the minutes.

Public Comment: There was no public comment.

Vote: B. McHugh moved to approve the minutes with no corrections. It was seconded by A. Shaw. All were in favor, none were opposed, and one was absent. Motion carried.

3. NEW BUSINESS

A. Financial Reports – February 2024

Discussion:

K. LaRocca reported that no additional Ad Valorem revenue or State Revenue Sharing has been received since February. More Ad Valorem is expected in early April and two more equal payments of State Revenue Sharing are expected throughout the year. The budget percentage for this point in the year should be 16%. Revenues are at 16.33% and expenditures are at 17.90%. K. LaRocca gave explanations

for lines that were over or under budget. Some lines are over budget due to replenishing supplies early in the year. The Gas line is over budget due to the cool weather early in the year. The Polaris Maintenance line is expended early in the year. The Consultants line is over budget due to the salary study by Gallagher Consultants. The Vehicle Insurance line is over budget due to paying the premiums in large portions throughout the year. The Computer/Printer Supplies line is over budget due to paying for toner cartridges early in the year. The Vehicles line is expended due to purchasing the new library vehicle. The Audio/Visual Equipment line is over budget due to purchasing replacement projectors. The Lease/Purchase books line has been expended for the year. The Microfilm line is over budget, but half of the funds will be moved to the Periodicals line.

Public Comment: There was no public comment.

Vote: A. Parr moved to approve the February 2024 Financial Reports. It was seconded by A. Shaw. All were in favor, none were opposed, and one was absent. Motion carried.

B. Director's Report

K. LaRocca reported updates to Facilities. Chiller coils were replaced on the outside of the HVAC unit at the Slidell Branch. The brick wall surrounding the HVAC unit is still waiting to be repaired after the accident that occurred. The sales agreement was signed to purchase the parcel of land in Lacombe that will be the home of a new Lacombe Branch.

K. LaRocca reported on Marketing and Outreach efforts. Staff performed storytime at St. Margaret Mary, Appletree, Read Cross Abney, Pearl River Regina Coeli Headstart, Lacombe-Mandeville Headstart, A-Z Preschool, Chahta-Ima Elementary, 1st Class Academy Daycare, Mayfield Elementary, and 1st Academy and Learning Center. Staff offered outreach services to Bayou Woods Elementary STEM Night, Kiwanis Club, Women's Business Meeting at Giddy Up Coffee Shop, St. Tammany Parish School Librarian Meeting, and St. Anthony's Gardens. Staff promoted the library at the Honey Island Literacy Night and The Lake and The Highway radio stations.

K. LaRocca reported on Professional Development attendance. Staff attended the St. Tammany Commission on Families meeting, Louisiana Library Association Annual Conference, and the Louisiana Legislative Auditor's Center for Local Government Excellence "Rules of Procurement" webinar training.

The Covington Branch hosted the Annual Garden Fest with the St. Tammany Master Gardeners. K. LaRocca referenced contract renewals. The 2008 Ford F-250 that the Library Board of Control (LBOC) deemed surplus at the last board meeting was sold at auction in March for \$5,200. The library's yearly audit began the day of the Board meeting. B. McHugh asked who performs the audit. K. LaRocca answered that Laporte is the CPA firm who performs the audit.

Four new Public Records Requests (PRR) have been received since the last board meeting. They were fairly simple to answer and one request is currently open. A large PRR that dates from August 2023 with over 100,000 results is in the hands of the District Attorney's Office (DA) for review and redaction, but the request was put on hold by the requestor. There are 42 active Statements of Concern (SOC) on 38 titles. Two more titles will be decided next month.

K. LaRocca reviewed strategic planning updates. T. DiMaggio spoke about the art show at the South Slidell Branch. The art was featured by Northshore High School Talented Art students. The opening reception was a success with at least 100 people in attendance.

Nine more teen fiction titles that had a rescinded SOC were read and screened for sexual conduct as defined by LA R.S. 25:225. As a result, *Almost Perfect* by Brian Katcher was moved to Adult Fiction. Fifteen more titles are under review.

K. LaRocca reviewed the service statistics from February 2024 and the year-to-date (YTD) statistics. In February, total circulation was 74,525, door count was 45,795, wireless internet inside was 7,199, and wireless internet outside was 6,758. There were 555 new card registrations in February. The total circulation figure for the Slidell Branch was inadvertently left off of the YTD statistics and will be corrected. The YTD door count was 88,963, wireless internet inside was 13,929, and wireless internet outside was 13,209. There were 1,297 new card registrations so far this year.

In reference to the transition of materials, B. McHugh stated that it is important for people to understand why this is being done and asked K. LaRocca to clarify whether or not this is required by law or an attempt to get ahead of the curve. K. LaRocca explained that the law requires libraries to have a card system in place to restrict minors from checking out materials with sexual conduct as defined by LA R.S. 25:225. K. LaRocca explained that the library is undergoing this review process because library policy states that we will move items that we become aware of that contain sexual conduct as defined by LA R.S. 25:225. Since the SOC's on the rescinded titles are no longer under Board review, library staff will need to review them since we have become aware of possible sexual conduct as defined by LA R.S. 25:225.

B. McHugh asked if it would be accurate to say that none of what K. LaRocca has described is required by law, but we are doing this to be responsive to community concerns. K. LaRocca stated that is true based on her understanding of the law, and we are trying to err on the side of caution.

A. Shaw asked if there is a timeframe as to when the salary study will be complete. K. LaRocca stated that it should be done within the next month. A. Shaw asked for K. LaRocca to explain more about the PRR that the DA is still reviewing, but has been put on hold by the requester. K. LaRocca explained that the library collected the data and turned it over to the DA's Office for redaction. The requester was informed by the DA's Office that it would take a significant amount of time to complete. When the requester was informed that the DA's Office was performing the work and not the library, they asked for the PRR to be put on hold. A. Parr asked if the monthly Book Club boxes will be integrated into the outreach service. K. LaRocca confirmed that as correct.

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

Discussion:

K. LaRocca explained that the time previously granted by the LBOC for reviewing pending SOC's has expired. She is asking for a 120-day extension to review the 38 remaining titles.

Public Comment:

Devin McGee – Stated the Board is doing the right thing in extending the time limit on reviewing the challenged materials. Stated that everything is working as intended and asked the Board to stay vigilant.

A. Parr asked about an estimated timeframe for completing the review of the remaining titles. K. LaRocca stated that a total of 24 titles were reviewed last year. She stated that we can probably fit more of the shorter Children’s books into one meeting. T. DiMaggio estimated that there are approximately six Non-Fiction Children’s books left to review. T. DiMaggio read the resolution aloud.

Vote: B. McHugh moved to adopt the resolution to extend time for the review of undecided SOCs. It was seconded by A. Shaw. Roll call vote:

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

Motion carried.

D. Discussion and resolution regarding investigating an update to the Rules and Regulations of the Library Board of Control *Section 209. Limits of Library Use*

Discussion:

K. LaRocca stated that Section 209 contains the library’s card policy. The policy states that the materials in the Children’s Collections shall not contain sexually explicit material as defined by LA R.S. 25:225. Materials in the Young Adult (YA) Fiction and YA Non-Fiction collections shall not contain material that has been deemed sexually explicit by the Library Board of Control as defined by LA R.S. 25:225. K. LaRocca stated that the language in the policy is a little confusing to people in regard to whether or not the YA Collection contains sexual conduct as defined by LA R.S. 25:225.

K. LaRocca stated that the library and the Parish Council continue to receive emails voicing concern about certain YA titles. In order to have a productive conversation on how to address the issue, the Board needs to have an understanding of what it will take to accomplish such a large-scale review of materials. There are approximately 4,400 titles in the YA Collection. Some titles are more easily discernible than others.

A. Parr asked if there could be a disclaimer that pops up when checking out these materials. K. LaRocca explained that patrons do not see the staff’s computer screen while checking out items. K. LaRocca stated that she wants to do her best to be very clear about how the collection is being organized. She clarified that the resolution that is up for discussion is not directing library staff to begin this project. The resolution is for staff to figure out what it will take to accomplish this undertaking. K. LaRocca noted that some YA literature is 400 pages long.

B. McHugh asked how many titles are available in electronic format so that staff could search for the terms used in LA R.S. 25:225. K. LaRocca stated that they do not have an answer as to how many yet, but staff will be researching this option.

Public Comment:

Lisa Rustemeyer – Mandeville, LA. Stated that she appreciates the work the staff and Board are doing. Stated that she is concerned that restricting and moving items will make it hard for others to have

access to materials. Spoke about the right to access information. Suggested putting a sign with a disclaimer in the YA section. Stated she would like to see time spent on something else besides this, such as strategic planning and other positive things. Asked for the Board to consider alternatives to this proposal.

Roxanne Newman – Mandeville, LA. Stated that she understands the strain that this has put on the library and the Board and commends their efforts. Stated that the library has complied with the law and has gone above and beyond what is required. She is concerned that this process could be considered self-censorship. She is not in favor of moving the books from the YA section. Asked for the Board to use the least restrictive means to comply with the law.

Kevin Marino – Mandeville, LA. Stated that the language in the policy is ambiguous. Stated that the Board is censoring the books while trying to make angry people happy. Spoke of censorship throughout history. Noted that most of the titles are LGBTQIA-focused and censoring them sends a message to LGBTQIA teens that “they” are not appropriate. Suggested that the Board perform a study into changing the policy, rather than adopting the proposed resolution.

Barbara Hargrove – Abita Springs, LA. Complimented the art show at the South Slidell Branch. Stated that it is good to take a look at things and try to do better. Stated that the library has a card system in place now and it provides parental oversight. Believes that kids should be allowed to read books from the YA section.

Jeff Corbin – St. Tammany Parish Councilman, District 13. Stated that the library has been proactive in addressing community concerns and he sees this resolution as a positive step. Stated that this is an opportunity to have both a YA and a Juvenile section that does not contain sexually explicit material. Stated that he does not believe it is a restriction, censorship, or a First Amendment issue due to the unrestricted library cards being available. Any teen between 12-17 years of age can get an unrestricted card with their parents’ consent. He stated that he believes that the responsibility lies with parents and it is not the library’s job to adjudicate for parents. The library has provided the tools for parents to make their decisions. Stated that this is a positive opportunity to move forward in a proactive fashion. He acknowledged that it is beyond what is required by LA R.S. 25:225, but it is a way for the library to respond to community concerns.

B. McHugh stated that J. Corbin has been a voice of reason since being elected to the Parish Council. B. McHugh asked J. Corbin what effect or response does he think the “opposition” will have as a result of this process. J. Corbin stated that he cannot speak for them, as they did not attend the community meeting concerning the library that he and other councilmembers held the previous week. He stated that he is still receiving emails referencing certain books in the YA section and thinks this is a simple compromise. He noted that there is a big difference between a 12-year-old and a 17-year-old and there should be a difference in what materials they have access to. He noted that the card system is the tool that allows them that access.

B. McHugh explained that the “opposition” has adamantly demanded that the books should be restricted to an area where minors cannot enter or access without parental permission. He stated that he does not see where this effort would satisfy that demand. J. Corbin stated that the library has a process available with the card system that will allow us to eliminate the conflict without putting anyone

at a great disadvantage. He stated that it is a reasonable idea and encouraged the LBOC to approve the resolution so that staff can assess the feasibility of the process. He complimented the art exhibit at the South Slidell Branch.

Rebecca Bohm – Mandeville, LA. Opposes the resolution and does not feel that the books need to be evaluated or moved. Stated that the Board has gone above and beyond to appease everyone, but they are not going to make everyone in each group happy. Stated that she feels some of the books about puberty and sex education that have been relocated do not contain sexually explicit material. Asked if staff members often ask minors if they need help if they notice them perusing the Adult section. K. LaRocca confirmed that staff are out in the stacks shelving and shelf-reading and they ask everyone if they need help finding something as part of their normal, everyday library service.

B. McHugh stated that he is voting in favor of the resolution just to get the homework done on this process. He spoke about what the term “access” means and noted that the Attorney General defines “access” as checking out the material on a library card.

A. Shaw asked for clarification on the resolution as it relates to coming up with a plan of how to assess the collection. K. LaRocca explained that the resolution would direct staff to determine what it will take to assess the collection. K. LaRocca stated that it is important to be transparent and that the public should know that we are looking into this issue. Details such as how much time and money this will cost will also be considered.

A. Shaw stated that it is incumbent upon the Board and the library to know what is in the collection. K. LaRocca explained that according to the way our policy is currently written, there can be items with sexual conduct in the YA Collection and we need to figure out a way to know which books have such content. We are only guaranteeing that the Juvenile Collection does not have items containing sexual conduct. The current policy was written with the idea that the challenge process would be followed and the Board would make a decision on YA titles that were challenged.

K. LaRocca clarified that the resolution is for staff to investigate and explore options so that Library Administration can present their findings and data to the Board. B. McHugh suggested enlisting help from the public to review the books and K. LaRocca stated that idea has been mentioned in preliminary discussions.

T. DiMaggio read the resolution aloud.

Vote: B. McHugh moved to adopt the resolution directing library staff to investigate what would be necessary to assess the YA Collection. It was seconded by A. Shaw. Roll call vote:

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

Motion carried.

E. Rules and Regulations - Disaster Recovery Policy Update

Discussion:

T. DiMaggio stated that the Disaster Recovery/Business Continuity policy, part B, number 5, must be updated to comply with state law. Each employee and each board member that holds a STPL email account shall complete a Cybersecurity Training course administered by the Louisiana Department of State Civil Service. The statute does not mandate a specific period of time for additional or recurring training, but we will continue providing short reminders throughout the year focusing on password security and phishing emails.

Public Comment: There was no public comment.

Vote: B. McHugh moved to approve the update to the Disaster Recovery Policy. It was seconded by A. Parr. All were in favor, none were opposed, and one was absent. Motion carried.

F. Designation of Capital Funds - Elevator

Discussion:

K. LaRocca reported that the Parish has selected an architect (KVS Architecture) to design and manage the construction and installation of the elevator for the Technical Services building. Due to the updated cost of construction, \$59,000 will need to be added to the budget. The original amount budgeted was \$166,000 and was based on costs from two years ago. K. LaRocca explained that it is essential to have an elevator for this building so that the second floor can be utilized and the building will be ADA (Americans with Disabilities Act) compliant. K. LaRocca referenced a letter from the architect detailing the project and reviewed the Capital Projects spreadsheet.

T. DiMaggio read the resolution aloud.

Public Comment: There was no public comment.

Vote: A. Parr moved to adopt the resolution to designate an additional \$59,000 in capital funds for the Technical Services and Maintenance Building elevator. It was seconded by A. Shaw. Roll call vote:

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

Motion carried.

G. Spring Project Budget Amendment

Discussion:

K. LaRocca explained that the 2024 budget was produced in July of 2023 and it was amended in February 2024. The proposed 2024 Spring Project Amendment is based on updated information received on project costs for the year. All increases in individual budget lines are due to these activities. The Landscaping Additions line was increased to cover the cost of the Covington Branch Landscaping project that cannot be covered by Parish Capital Project money. The Telephones and Telephone System line is increased to match the cost of our new telephone system installation. The Audio-Visual Equipment line is increased to cover the cost of a projector and screen for Covington's meeting room, to

replace all portable projectors, and to upgrade the wall plate to include HDMI in the Slidell Branch meeting room.

Other projects include carpet and furniture for the Causeway Branch and acoustical work for the Storytime Room in the Covington Branch. K. LaRocca spoke of switching the Reference Section and the public computers at the Covington Branch. She spoke of acquiring an office pod, which is an enclosed soundproof booth, for the Covington Branch. The idea is to use it as a study room while piloting a calming room in one of the current study rooms. If the calming room is a success, then we have gained a community resource. If it does not work out, then we have gained an additional study space. K. LaRocca referenced the Fund Balance and Dedications spreadsheet. There was favorable discussion about the office pod. A 4-person pod is approximately \$20,000.

T. DiMaggio read the resolution aloud.

Public Comment: There was no public comment.

Vote: A. Parr moved to adopt the Spring Project Budget Amendment. It was seconded by B. McHugh. Roll call vote:

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

Motion carried.

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

A. Parr motioned for the Board to enter into Executive Session. It was seconded by A. Shaw.

Roll call vote:

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

Motion carried. The Board left the room and went into Executive Session.

The Board returned to the room. A. Parr motioned for the Board to exit out of Executive Session. It was seconded by B. McHugh.

Roll call vote:

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

Motion carried.

Discussion:

B. Taylor stated that K. LaRocca is a superlative Director and has been since 2019 when she was hired as Library Director. She stated that K. LaRocca has done more within that span of time than her predecessors have ever done, and under both wonderful and not-so-wonderful conditions. B. Taylor

stated that K. LaRocca has provided great leadership and has formed a wonderful team to support her, which has helped make the accomplishments possible over the years.

Public Comment:

Lawrence de Quay – Slidell, LA. Stated he supports the Board’s positive assessment of K. LaRocca. Stated that K. LaRocca’s presentation to the Parish Council members at the community meeting was outstanding. Stated that she clearly identified all the issues and answered all questions. Stated that after the presentation, there were comments made by some Parish Council members that implied that people from both sides of the library issue threatened to get board members fired and to reject the upcoming millage renewal. He stated that those threats have been from one side, in his opinion, and not from library supporters. He stated that a Parish Council member stated that we need to protect the children. L. de Quay noted that every child needs to be protected and the statement should apply to all children. Stated that he is against encouraging and inciting bullying against LGBTQ individuals.

Barbara Hargrove – Abita Springs, LA. Stated that she echoes what the Board has said about K. LaRocca. Stated that K. LaRocca is doing a fantastic job. Stated that the library staff that she has interacted with have been wonderful. Thanked the Board for being here and sticking through this rough time.

Ruth Terry-Sipos – Abita Springs, LA. Stated that K. LaRocca exemplifies leadership and that is evident in her strong staff across all the library branches. Stated that K. LaRocca is unflappable in public and keeps her eye on the ball. Noted that more than one Parish Council member has remarked at how impressive K. LaRocca’s financial presentations are and how they wish other Parish entities would prepare similar presentations. Stated that the Board presenting a united front in support of libraries is very potent.

A. Parr stated that the comprehensive salary and benefits study for all library staff is currently being prepared by Gallagher Consulting. He stated that a raise for K. LaRocca is merited and well-earned. He noted that K. LaRocca has exceeded all goals set for her under very trying circumstances. He explained that it is prudent to wait until the salary and benefits study results are available. He stated that the Board will consider and study the recommendations when the salary and benefits study is complete.

Vote: A. Shaw moved to table the question under discussion until the Board receives the results of the salary and benefits study. It was seconded by A. Parr. Roll call vote:

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, and one was absent. Motion carried.

Anthony Parr, Secretary

St. Tammany Parish Library - General Fund
Balance Sheet
March 31, 2024

Z

ASSETS

Current Assets

Cash	\$ 14,694,312.31
Cash - Health Claims	(26,270.20)
Due from Paylocity	0.00
Returned Checks	0.00
Ad Valorem Receivable - 2024	3,031,787.53
Ad Valorem Receivable - 2022	0.00
Ad Valorem Receivable - 2023	0.00
Due from State of Louisiana	215,177.66
Prepaid Expenses	0.00

Total Current Assets **17,915,007.30**

Other Assets

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

Total Assets **\$ 17,916,988.30**

LIABILITIES AND FUND BALANCE

Current Liabilities

Accrued Expenses	\$ 32,787.00
Accrued Salaries	189,735.09
Deferred Inflows - Ad Valorem	167,512.00
Elective Benefits Payable	(2,364.78)
Retirement Payable	246,808.89
Def Comp Loan Payable	374.48
Health Claims Payable	255,932.55
Due to Employee	219.82

Total Current Liabilities **891,005.05**

Fund Balance

Fund Balance	17,025,983.25
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Total Fund Balance **17,025,983.25**

Total Liabilities & Fund Balance **\$ 17,916,988.30**

St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the Three Months Ending March 31, 2024

	<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	\$ 1,391,662.03	\$ 3,368,520.87	12,127,150.00	8,758,629.13	27.78
State Revenue Sharing	22,989.67	66,075.51	264,302.04	198,226.53	25.00
Fines/Fees	9,351.36	25,834.29	76,000.00	50,165.71	33.99
Interest Income	20,709.53	42,885.25	194,000.00	151,114.75	22.11
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	2,417.66	3,363.28	50,000.00	46,636.72	6.73
Summer Reading Shirt Sales	0.00	56.75	2,120.00	2,063.25	2.68
Total Revenues	1,447,130.25	3,506,735.95	12,713,572.04	9,206,836.09	27.58
Expenditures					
Library Administration	406,979.46	1,417,783.20	5,705,000.00	4,287,216.80	24.85
Employee Benefits	177,738.16	494,986.33	2,304,000.00	1,809,013.67	21.48
Advertising,Dues & Subscriptio	2,705.45	5,454.28	55,500.00	50,045.72	9.83
Signage	0.00	0.00	2,000.00	2,000.00	0.00
Printing, Duplicating & Bindin	0.00	1,151.32	23,000.00	21,848.68	5.01
Promotional Production	825.45	4,565.82	15,000.00	10,434.18	30.44
Utilities	25,826.96	76,940.66	337,470.00	260,529.34	22.80
Communications	9,038.96	27,072.78	140,500.00	113,427.22	19.27
Leases	25,072.73	75,507.02	331,750.00	256,242.98	22.76
Maintenance of Property & Equi	46,280.04	181,193.13	609,250.00	428,056.87	29.74
Maintenance Services (Building	65,858.99	89,792.46	271,605.00	181,812.54	33.06
Professional Services	86,695.89	117,414.45	258,425.00	141,010.55	45.43
Insurance and Claims	24,689.00	67,309.33	239,226.00	171,916.67	28.14
Operating Supplies	12,670.59	46,617.48	186,000.00	139,382.52	25.06
Travel & Continuing Education	2,395.48	10,406.46	69,000.00	58,593.54	15.08
Public Relations/Programming	5,048.89	11,938.60	117,200.00	105,261.40	10.19
Capital Outlay-Non-Book Acq.	19,064.30	265,590.05	580,000.00	314,409.95	45.79
Capital Outlay-library Res. Ac	108,262.24	424,697.36	1,437,500.00	1,012,802.64	29.54
Outreach FF & E	0.00	0.00	25,000.00	25,000.00	0.00
Outreach Vehicle	0.00	0.00	160,000.00	160,000.00	0.00
Outreach Opening Day Collectio	0.00	0.00	60,000.00	60,000.00	0.00
Causeway FF & E	0.00	0.00	130,000.00	130,000.00	0.00
Covington FF&E & Acoustic Wor	0.00	0.00	50,000.00	50,000.00	0.00
Total Expenditures	1,019,152.59	3,318,420.73	13,107,426.00	9,789,005.27	25.32
Excess of Revenues/(Expenditur	\$ 427,977.66	\$ 188,315.22	(393,853.96)	(582,169.18)	(47.81)

St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Three Months Ending March 31, 2024

Beginning Fund Balance	\$	16,837,668.03
Net Income		188,315.22
		<hr/>
Ending Fund Balance	\$	<u>17,025,983.25</u>

SUPPLEMENTAL INFORMATION

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2024

	<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	\$ 406,979.46	\$ 1,417,783.20	\$ 5,705,000.00	4,287,216.80	24.85
Total	\$ 406,979.46	\$ 1,417,783.20	\$ 5,705,000.00	4,287,216.80	24.85
Employee Benefits					
FICA/ Supplemental Retirement	\$ 8,955.09	\$ 30,977.73	\$ 120,000.00	89,022.27	25.81
Retirement Contributions	38,756.38	142,103.16	516,000.00	373,896.84	27.54
Health Insurance Expense	28,304.20	80,718.10	440,000.00	359,281.90	18.35
Health Trust	99,813.50	232,095.37	1,197,000.00	964,904.63	19.39
Worker's Compensation Expense	1,908.99	9,091.97	30,000.00	20,908.03	30.31
Employee Miscellaneous	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 177,738.16	\$ 494,986.33	\$ 2,304,000.00	1,809,013.67	21.48
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ 865.81	\$ 865.81	\$ 15,500.00	14,634.19	5.59
Membership Dues	325.00	325.00	7,500.00	7,175.00	4.33
Advertising	1,514.64	4,263.47	32,500.00	28,236.53	13.12
Total	\$ 2,705.45	\$ 5,454.28	\$ 55,500.00	50,045.72	9.83
Signage					
Signage	\$ 0.00	\$ 0.00	\$ 2,000.00	2,000.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 2,000.00	2,000.00	0.00
Printing, Duplicating & Binding					
Printing	\$ 0.00	\$ 1,151.32	\$ 13,000.00	11,848.68	8.86
Book Binding	0.00	0.00	5,000.00	5,000.00	0.00
Patron Cards	0.00	0.00	5,000.00	5,000.00	0.00
Total	\$ 0.00	\$ 1,151.32	\$ 23,000.00	21,848.68	5.01
Promotional Production					
Promotional Production	\$ 825.45	\$ 4,565.82	\$ 15,000.00	10,434.18	30.44
Total	\$ 825.45	\$ 4,565.82	\$ 15,000.00	10,434.18	30.44

**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2024**

	<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	\$ 22,413.12	\$ 66,182.64	\$ 287,220.00	221,037.36	23.04
Gas	198.48	1,136.95	3,250.00	2,113.05	34.98
Water	3,215.36	9,621.07	47,000.00	37,378.93	20.47
Total	\$ 25,826.96	\$ 76,940.66	\$ 337,470.00	260,529.34	22.80
Communications					
Postage	\$ 168.95	\$ 456.95	\$ 19,000.00	18,543.05	2.41
Voice Line	6,382.12	19,257.94	77,500.00	58,242.06	24.85
Data Lines (Internet)	2,435.00	7,305.00	43,000.00	35,695.00	16.99
Courier/Shipping	52.89	52.89	1,000.00	947.11	5.29
Total	\$ 9,038.96	\$ 27,072.78	\$ 140,500.00	113,427.22	19.27
Leases					
Building Lease Expense	\$ 24,801.62	\$ 74,741.78	\$ 323,000.00	248,258.22	23.14
Equipment Lease Expense	271.11	765.24	6,000.00	5,234.76	12.75
Vehicle Lease Expense	0.00	0.00	2,750.00	2,750.00	0.00
Total	\$ 25,072.73	\$ 75,507.02	\$ 331,750.00	256,242.98	22.76
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 23,008.29	\$ 58,492.50	\$ 215,000.00	156,507.50	27.21
Grounds/Lawn Maintenance	560.00	13,606.00	85,000.00	71,394.00	16.01
Maintenance Supplies	937.39	3,992.14	10,000.00	6,007.86	39.92
Fuel & Lube	2,218.12	3,997.60	33,000.00	29,002.40	12.11
Vehicle Repairs	823.95	1,006.17	10,000.00	8,993.83	10.06
Small Tools	1,333.07	1,523.01	3,000.00	1,476.99	50.77
Office Machine & Equip Repair	0.00	390.00	1,000.00	610.00	39.00
Network Utility Software	17,399.22	37,849.77	157,250.00	119,400.23	24.07
Solinet (OCLC) Cost	0.00	20.26	32,000.00	31,979.74	0.06
Polaris Maintenance	0.00	54,914.33	55,000.00	85.67	99.84
PC Network Maintenance & Repai	0.00	5,401.35	8,000.00	2,598.65	67.52
Total	\$ 46,280.04	\$ 181,193.13	\$ 609,250.00	428,056.87	29.74
Maintenance of Services (Buildings)					
Physical Plant	\$ 34,073.19	\$ 50,886.88	\$ 150,000.00	99,113.12	33.92
Plumbing, Heating and AC	30,184.53	32,997.96	66,500.00	33,502.04	49.62
Electrical	781.61	2,810.31	13,000.00	10,189.69	21.62
Sanitation	541.66	1,354.31	12,000.00	10,645.69	11.29
Pest Control	0.00	590.00	7,550.00	6,960.00	7.81

**St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2024**

	<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	278.00	278.00	4,555.00	4,277.00	6.10
Carpet Cleaning	0.00	875.00	18,000.00	17,125.00	4.86
Total	\$ 65,858.99	\$ 89,792.46	\$ 271,605.00	181,812.54	33.06
Professional Services					
Payroll Service Fees	\$ 2,977.61	\$ 10,336.83	\$ 37,600.00	27,263.17	27.49
Financial	962.50	962.50	51,000.00	50,037.50	1.89
Consultants	2,189.99	24,075.85	50,000.00	25,924.15	48.15
Security	419.40	1,892.88	14,000.00	12,107.12	13.52
Web Design Consultant	80,146.39	80,146.39	89,825.00	9,678.61	89.23
Movers	0.00	0.00	16,000.00	16,000.00	0.00
Total	\$ 86,695.89	\$ 117,414.45	\$ 258,425.00	141,010.55	45.43
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 0.00	\$ 145,500.00	145,500.00	0.00
Flood Insurance	24,689.00	24,689.00	26,000.00	1,311.00	94.96
Vehicle Insurance	0.00	19,109.00	37,950.00	18,841.00	50.35
LBOC Liability	0.00	4,607.33	4,676.00	68.67	98.53
General Liability	0.00	18,904.00	25,100.00	6,196.00	75.31
Total	\$ 24,689.00	\$ 67,309.33	\$ 239,226.00	171,916.67	28.14
Operating Supplies					
Office Supplies	\$ 2,083.30	\$ 6,969.81	\$ 33,000.00	26,030.19	21.12
Bank Service Charges	1,235.26	4,260.65	16,000.00	11,739.35	26.63
Book Preparation Supplies	3,292.50	9,595.70	47,000.00	37,404.30	20.42
Computer/Printer Supplies	4,878.75	23,023.78	81,000.00	57,976.22	28.42
Programming Supplies	1,180.78	2,767.54	9,000.00	6,232.46	30.75
Total	\$ 12,670.59	\$ 46,617.48	\$ 186,000.00	139,382.52	25.06
Travel and Continuing Education					
Staff Travel - Local	\$ 1,433.51	\$ 1,962.49	\$ 22,000.00	20,037.51	8.92
Library In-service Training	0.00	0.00	12,000.00	12,000.00	0.00
Conventions & Seminars	961.97	8,443.97	35,000.00	26,556.03	24.13
Total	\$ 2,395.48	\$ 10,406.46	\$ 69,000.00	58,593.54	15.08
Public Relations/Programming					
Summer Reading Program	\$ 167.57	\$ (1,142.62)	\$ 45,000.00	46,142.62	(2.54)

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Three Months Ending March 31, 2024

	<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 T-shirts	0.00	0.00	7,200.00	7,200.00	0.00
Adult Programming	3,484.87	6,228.32	38,000.00	31,771.68	16.39
Young Adult Programming	474.43	1,810.22	15,000.00	13,189.78	12.07
Juvenile Programming	922.02	5,042.68	12,000.00	6,957.32	42.02
Total	\$ 5,048.89	\$ 11,938.60	\$ 117,200.00	105,261.40	10.19
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 690.00	\$ 2,395.00	\$ 66,000.00	63,605.00	3.63
Imp Phys Plant	1,800.00	2,046.46	130,000.00	127,953.54	1.57
Vehicles	135.00	42,632.37	50,000.00	7,367.63	85.26
Office Equip, Furn & Shelving	8,707.14	10,873.24	50,000.00	39,126.76	21.75
Telephones & Telephone Syste	0.00	0.00	12,000.00	12,000.00	0.00
PC Network	6,171.78	123,523.44	156,000.00	32,476.56	79.18
Integrated Lib Automation Sys	0.00	6,653.52	12,000.00	5,346.48	55.45
Audio/Visual Equipment	1,560.38	77,466.02	104,000.00	26,533.98	74.49
Total	\$ 19,064.30	\$ 265,590.05	\$ 580,000.00	314,409.95	45.79
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 19,767.60	\$ 55,760.88	\$ 205,000.00	149,239.12	27.20
Lease/Purchase Books	0.00	10,966.20	11,400.00	433.80	96.19
Juvenile Books	11,143.92	13,598.04	105,000.00	91,401.96	12.95
Young Adults	782.28	2,788.07	15,000.00	12,211.93	18.59
Music Recordings	298.26	662.52	2,500.00	1,837.48	26.50
Adult Reference	3,812.40	16,836.25	111,000.00	94,163.75	15.17
Juvenile Reference	3,512.51	3,512.51	45,000.00	41,487.49	7.81
Periodicals	3,195.76	16,035.40	50,000.00	33,964.60	32.07
Audio Recordings	609.88	1,915.58	10,100.00	8,184.42	18.97
Video Recordings	2,677.07	6,570.07	60,000.00	53,429.93	10.95
Genealogy	459.66	1,257.37	7,000.00	5,742.63	17.96
Microfilm	0.00	2,500.00	2,500.00	0.00	100.00
Downloadable Media	43,452.06	116,540.47	415,000.00	298,459.53	28.08
CD/Software	0.00	16,137.62	65,000.00	48,862.38	24.83
Internet Database Subscription	18,550.84	159,616.38	333,000.00	173,383.62	47.93
Total	\$ 108,262.24	\$ 424,697.36	\$ 1,437,500.00	1,012,802.64	29.54
Capital Expenditures					
Outreach FF & E	\$ 0.00	\$ 0.00	\$ 25,000.00	25,000.00	0.00
Causeway FF & E	0.00	0.00	130,000.00	130,000.00	0.00
Covington FF&E & Acoustic Wor	0.00	0.00	50,000.00	50,000.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 205,000.00	205,000.00	0.00

Director's Report

April 22, 2024

FACILITIES

On April 10, 2024, the South Slidell Branch experienced significant damage due to a severe storm. The damage primarily affected the building's roof, air conditioning units, windows, ceiling, and stucco façade. Immediate action was taken to assess and address the damages to ensure the safety and functionality of the library. The South Slidell Branch was closed after the storm and reopened on April 15 at noon. A representative from the parish met with Brent Geiger at the location on April 16 to assess the damage. We are awaiting further information from them. We are also currently obtaining pricing for repairs to windows, stucco, and other damaged areas.





Administration, Branch Managers at Causeway and Covington, and other key staff members met with architectural consultant Denelle Wrightson on April 16 and 17 to work on details for a carpet and furniture refresh at Causeway, office furniture for the new Outreach office, and some work to be done at Covington.

Causeway:

- Causeway will have the over 20-year-old carpet replaced along with a new circulation desk, new lounge seating, and new tables.
- The existing shelving will be rearranged, and we will keep the existing chairs.
- A conference table and two desks will be purchased for the outreach office.
- We will use some shelving we have in storage for the outreach collection.

Covington:

- The computer lab at Covington will move to the front of the library, near the reading room.
- The reference collection and desk will be moved to where the computer lab is now. Also in the new reference area will be an enclosed office pod that will sit four people as a private place for telemedicine or other confidential appointments or as another study room. Three semi-private combined tables and seating pods will be purchased for the new reference area.
- Acoustic tiles will be installed on the ceiling and some of the walls in the Covington activity room along with insulation around the door jambs to better soundproof the room.

IT

On April 9, the Folsom branch lost power for about an hour. When the power came back on the internet router no longer worked. A technician from Uniti went to the branch on April 15 to replace the router but it could not be made to work either. Finally, internet and phone service were restored on April 16.

MARKETING AND OUTREACH

Jackie Riecke, Public Relations and Community Coordinator, and Kelly LaRocca, Director, promoted the upcoming Summer Reading Challenge and other Library Services at the Kiwanis Youth Wellness Fair in Covington on March 30.

Jackie Riecke, promoted Library Week, Food for Fines and the Story Swap program on the radio stations, 94.7 the Lake and 104.7 the Highway on April 5.

Cathy Badon, Children's Assistant, Alexis Davis, Slidell Children's Librarian, and Megan Ybos, South Slidell ERC Manager, provided craft activities and a Storywalk® for "A Storybook Kind of Day: Pirates and Princesses" event at Heritage Park in Slidell on April 6.

Abby Mayfield and Charlene Barrett, Teen Services Librarians, and Jan Lugenbuhl showcased library services at the Junior League Girls Health Day in Covington on April 13.

Jennifer Rifino, Teen Services Coordinator, attended the St. Tammany Commission on Families meeting on April 6 at the STP Coroner's office.

Rhonda Spiess, Lacombe Branch Manager and Eugenie Brignac, Madisonville Children's Librarian, attended the Earth Day Event in Lacombe on April 20.

Jackie Riecke and Kellie Nelson, Causeway Reference Librarian promoted library services at the Northshore Food Bank's Community Celebration and Resource Fair on April 21 in Covington.

PROFESSIONAL DEVELOPMENT

Tanya DiMaggio, Asst. Director of Support Services attended a workshop sponsored by the State Library of Louisiana called "Sensory Accommodations" on March 28.

Several staff members attended the Kaigler Children's Book Festival at USM in Hattiesburg from April 11 through April 12

Ellen John, Reference Coordinator, attended the State Library of Louisiana Webinar "AI in Your Library" on April 16.

Kellie Nelson attended "Leading from Within Webinar Online with the State Library of Louisiana (SLOL)" on March 27 and "Confidence in the Workplace Webinar Online with the SLOL" on April 17.

PROGRAMMING HIGHLIGHTS

A Total Solar Eclipse occurred on April 8, and in anticipation of the eclipse, the Library distributed eclipse glasses to patrons starting April 1. Within 3 days most branches were out of glasses and by day four, over 6,000 pairs of glasses were distributed.

Food for Fines was held from April 7 through April 20 in celebration of National Library Week (April 7-13). Nonperishable food was accepted for \$1 waived from fines. This year, to highlight our recent partnership with Animal Services, the Library also accepted canned pet food for the Animal Services Public Pet Food Pantry that is outside of their building. The shelter has shared that a number of pet owners, who were struggling financially and considered surrendering their animals, decided to keep their pets thanks to these donations. During Food for Fines, all replacement cards were also free.

On April 10, a strong storm system spun off a damaging tornado that hit the Slidell area. To assist patrons with rebuilding, the Library waived system-wide fees until April 27. Fees Waived: printing charges, fax charges, late fees, lost item fees (if the item was damaged or lost because of the storm), and replacement card fees. The copy machine system is not owned by the Library; however, patrons can ask a staff member to scan the item(s) and subsequently print copies at no cost.

All coordinators and other staff have been preparing for the Summer Reading programming this past month. On April 17, Children's and Teen Librarians, Adult programming staff and branch managers attended a Summer Reading Preview Workshop to kick off the next month of final touches before Summer Reading Kick-Off. Two kick-off parties are planned, one will be at the Slidell Branch on May 23 and the other will be at the Madisonville Branch on May 24. Both parties will be from 4 p.m. to 7 p.m.

CONTRACTS

RENEWALS

Adobe Licenses for Creative Cloud and Acrobat Pro \$2,034.08

ALA for RDA Toolkit \$576

For use by the 3 catalogers for resource, description and access points for cataloging all library materials

ESRI for GIS Educational Academic Departmental Medium Single Use Annual Subscription
\$500.00

For Reference Department's grant for GIS programming

NYT for NYT DIGITAL NEWSPAPER \$4139.20

RingCentral for professional services \$11,270.00

Set up for New phone system

SHI International for KACE Systems Management Appliance renewal \$6,824.66

Patching software and asset management

Transformyx for Umbrella Professional renewal \$6,820.00

For Enterprise Network Security Software

Vimeo for Video Services for meetings and programs \$900.00

E-RATE AGREEMENTS

Category 1 - Internet Services - Uniti Fiber

Increasing Main Feed to 2 Gbps (was 1 Gbps) and connections to branches to 200 Mbps (was 100 Mbps)

Category 2 - Network Equipment - Transformyx

FINANCIAL

The Auditor conducted their site visit for our 2023 year-end audit. So far no issues have been found.

The Phase I environmental study for the Lacombe Library Replacement Land came back clean. We also had a basic survey conducted. If the Parish Council makes final approval of the purchase at its May meeting, we will close on the Lacombe land at the end of May.

PUBLIC RECORDS REQUESTS

We have received no new public records requests since the last meeting. We have no open public records requests in the Library's possession. The only remaining open public records request is a large request that dates from Aug of 2023 with over 100,000 results that was previously collected and turned over to the District Attorney's office for review and redaction. This request was suspended by the requestor.

STATEMENTS OF CONCERN

We have 42 active statements of concern on 38 titles. Library staff continue to read titles, hold meetings, and make recommendations. Two more titles will be decided this evening. The remaining statements of concern are still pending review.

STRATEGIC PLANNING REPORT

Goal 2. The St. Tammany Parish Library will proactively reduce barriers to participation and involvement by increasing accessibility to all community members in its physical facilities and its digital presence.

Administration met with a consultant about moving furniture at Covington branch and options for an additional study room so that we can make one of the existing study rooms into a calming room.

Tanya DiMaggio attended a workshop on sensory programming.

Goal 3. The St. Tammany Parish Library will be a thriving, energetic community commons by complementing traditional library services with innovative new services, technology and digital resources.

The working group for this goal met with the program director of the Covington COAST center about our plan for books by mail and Libby stops. Anthony Parr was also present. We received great feedback. The group split into two subcommittees to work on writing job descriptions for the outreach staff and to work on an application for the new services.

Administration met with a furniture consultant to choose furniture for the new Outreach office.

The bid package for the “book hauler” outreach van will be going out soon.

Goal 4. The St. Tammany Parish Library will serve as a platform for creativity, innovation, and community interaction.

On April 4, several members of the working group visited the “Creative Space” at Terrebonne Parish’s Main Library in Houma. This group will continue to visit local maker spaces over the next few weeks. The next step will be to create a community survey to ask patrons what they would like to see in a small maker space at Madisonville.

Goal 5. The St. Tammany Parish Library will be more creative with resourcing and funding by maximizing mutually beneficial partnership opportunities with the public and private sectors.

The Reference Services staff continue to look for grant sources to fund a calming room and telehealth/private booth at Covington and maker space equipment at Madisonville.

Goal 6. The St. Tammany Parish Library will expand its marketing and communications program to reach the many constituencies in the community to create awareness and increase use.

This working group met again on April 18th for more brainstorming and discussion.

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.

Gallagher – Human Resources & Compensation Consulting met two more times with Administration to go over details of the plan. The consultant is preparing a presentation for the LBOC.

TRANSITION OF MATERIALS

Books Reviewed and Determined to Not Have Sexual Conduct (will remain in the YA/Teen Fiction shelf)

Speak by Laurie Halse Anderson

March 2024 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	434	48	146	23	266			68		985				
Abita	656	43	214	29	495	27		17		1,481	169	1,847	119	222
Bush	171	21	363	11	149	12		9		736	99	1,028	38	110
Causeway	2214	149	741	41	1676	54		130		5,005	505	5,750	861	878
Covington	3347	253	1,793	38	3710	78	57	173		9,449	1,054	6,820	2,151	950
Folsom	456	29	310	10	296	80		15		1,196	213	1,293	107	153
Lacombe	321	36	268	16	347	2	15	18		1,023	266	2,911	136	131
Lee Road	280	12	60	3	247	11		10		623	49	655	57	196
Madisonville	1242	117	358	28	1636	6		78		3,465	338	4,545	848	422
Mandeville	2555	237	969	57	3211	94	4	140		7,267	930	5,752	764	497
Pearl River	422	34	173	25	188	2	86	10		940	185	1,526	78	176
Slidell	3661	259	1,217	37	3388	119	262	289		9,232	1,812	10,178	1,167	1,968
South Slidell	614	61	451	17	812	10	1	82		2,048	1,263	5,826	770	964
Virtual ¹									35,545	35,545				
Total	16,373	1,299	7,063	335	16,421	495	425	1,039	35,545	78,995	6,883	48,131	7,096	6,667

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: 523

YTD Jan - Feb 2024
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	523	90	264	65	242			262		1,446				
Abita	1,194	83	420	55	893	14		30		2,689	382	3,678	235	452
Bush	314	12	583	18	239	14		24		1,204	156	1,520	77	221
Causeway	4,320	270	1,752	72	3,184	58		220		9,876	1,024	9,916	1,674	1,829
Covington	7,031	653	3,285	81	7,060	134	81	336		18,661	2,466	12,560	4,166	1,873
Folsom	925	43	561	16	617	128		38		2,328	433	2,192	208	291
Lacombe	592	29	428	11	565	10	14	36		1,685	502	5,901	251	271
Lee Road	612	37	273	11	767	18	6	22		1,746	100	1,131	103	377
Madisonville	2,293	241	822	40	2,834	26		173		6,429	700	7,831	1,583	781
Mandeville	5,234	498	1,900	60	6,853	98	1	413		15,057	1,755	11,594	1,443	913
Pearl River	783	17	512	32	444	5	103	27		1,923	381	3,131	156	349
Slidell	7,309	523	2,566	50	6,747	217	328	563		18,303	3,671	19,216	2,517	3,854
South Slidell	1,255	156	1,261	40	1,491	7	20	127		4,357	2,595	10,293	1,516	1,998
Virtual ¹									69,610	69,610				
Total	32,385	2,652	14,627	551	31,936	729	553	2,271	69,610	155,314	14,165	88,963	13,929	13,209

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

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

Patrons Registered: 1,297

YTD Jan - Mar 2024
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	957	138	410	88	508			330		2,431				
Abita	1,871	126	641	85	1,411	41		48		4,223	551	5,525	354	674
Bush	488	33	947	29	388	26		33		1,944	255	2,548	115	331
Causeway	6,605	427	2,503	113	4,957	112		353		15,070	1,529	15,666	2,535	2,707
Covington	10,521	912	5,149	120	10,939	213	138	521		28,513	3,520	19,380	6,317	2,823
Folsom	1,406	72	885	26	949	209		54		3,601	646	3,485	315	444
Lacombe	935	66	705	27	915	12	29	56		2,745	768	8,812	387	402
Lee Road	896	49	337	14	1,032	29	6	32		2,395	149	1,786	160	573
Madisonville	3,581	361	1,188	69	4,545	32		257		10,033	1,038	12,376	2,431	1,203
Mandeville	7,918	738	2,928	123	10,228	192	5	565		22,697	2,685	17,346	2,207	1,410
Pearl River	1,211	51	694	57	637	7	189	37		2,883	566	4,657	234	525
Slidell	11,123	801	3,828	87	10,322	338	595	860		27,954	5,483	29,394	3,684	5,822
South Slidell	1,897	222	1,741	59	2,320	17	21	216		6,493	3,858	16,119	2,286	2,962
Virtual ¹									105,155	105,155				
Total	49,409	3,996	21,956	897	49,151	1,228	983	3,362	105,155	236,137	21,048	137,094	21,025	19,876

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

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

Patrons Registered: 1,906

Report on evaluation of YA materials – classifying and location

Young Adult Fiction

There are three options for the disposition of Young Adult Fiction.

1. Keep Young Adult Fiction as it is.
 - The Young Adult Fiction collection shall not contain material that has been deemed sexually explicit by the Library Board of Control during an open public meeting as defined by La. R.S. 25:225.
 - There may be titles with sexual content. If a patron is concerned about sexual content in a book in the YA collection they must use our challenged materials process.
 - As titles are challenged for sexual content (using the challenged materials process and form) they will be reviewed in an open public meeting by the LBOC for sexual content defined by La. R.S. 25:225.
 - Titles in the Young Adult Fiction collection are not available to a Full Restriction card. Only minors who have permission from their parent or guardian and with a Semi Restricted, Juvenile (checks out everything but R-rated movies), or Unrestricted card may check out Young Adult Fiction.

2. Young Adult Fiction titles with sexual content defined by La. R.S. 25:225 are moved into Adult Fiction with no labeling or other means to identify the title as being written for a teen audience.
 - All titles in the Young Adult Fiction collection will be reviewed.
 - Items **without** sexual content as defined by La. R.S. 25:225 will remain in YA fiction.
 - All YA titles **with** sexual content defined by La. R.S. 25:225 will become part of the adult collection and re-cataloged and processed with new labels.
 - Titles in the Adult Fiction collection are not available to a Full Restricted or Semi Restricted card. Only Adults or minors who have permission from their parent or guardian and with a Juvenile (checks out all materials except for R-rated movies) or Unrestricted card may check out Adult Fiction.
 - While the review is taking place, Young Adult Fiction remains accessible to a Semi-Restricted card.

3. Split the YA Collection - Create a “New Adult” Fiction Collection as part of the Adult Collection for YA items with sexual content defined by La. R.S. 25:225 and change the name of Young Adult Fiction to Teen Fiction that will house items without sexual content defined by La. R.S. 25:225.
 - All titles in the Young Adult Fiction collection will be reviewed.
 - All content **without** sexual content defined by La. R.S. 25:225 will receive a new designation as Teen Fiction.

- All YA titles **with** sexual content defined by La. R.S. 25:225 will be moved to a new collection called “New Adult” Fiction.
- Items in the New Adult Fiction collection will be treated as adult books. It will be located either before or after Adult Fiction begins or ends.
- All titles in the Young Adult Fiction will be re-cataloged and processed with new labels according to their final designated collection
- When we are done there will no longer be a YA collection - it will be either Teen or New Adult.
- New Adult Fiction will not be available to a Full Restricted or Semi Restricted card. Only Adults or minors who have permission from their parent or guardian to access the adult collection and with a Juvenile (checks out all materials except for R-rated movies) or Unrestricted card may check out New Adult Fiction.
- While the review is taking place Young Adult Fiction remains accessible to a Semi-Restricted card.

Employee time required

The total number of titles in Young Adult Fiction to be reviewed is 4,762. It takes approximately 12-15 minutes to review a Young Adult Fiction book for sexual content. Staff use reviews, the *Common Sense Media* website, and scan the text of the book in hand when looking for sexual content. To review all 4,762 titles, it would take staff approximately 1,071 hours to review all of the titles in Young Adult Fiction.

The total number of items in Young Adult Fiction is 8,960 (most titles have multiple items/copies in our system.) It takes approximately 2-3 minutes to process a book. To process 8,960 items will take staff approximately 373 hours to process all of the items in Young Adult Fiction.

Other YA collection components

Young Adult Books on CD

If the LBOC chooses option 2 or 3 above, the Young Adult Books on CD that correspond to Young Adult Fiction titles will have to also be processed to reflect their new collection designation. There are 681 Young Adult Book on CD items. It takes approximately 3-4 minutes to process a Book on CD. It will take staff approximately 39 hours to process all of the items in the Young Adult Books on CD collection.

Young Adult Non-fiction

The Teen Department is currently working on a project to create a new Teen Non-Fiction collection. The department is reviewing Adult Non-fiction titles that are written for teens (YA) to move to the new Teen Non-Fiction collection. The items that will be moved will not contain sexual content defined by La. R.S. 25:225. This new collection will be available with a Semi-

Restricted card. So far, South Slidell and Abita Springs branches have been reviewed. At this time all Adult Non-fiction is not available to a Full Restricted or Semi Restricted card.

Young Adult Graphic Novels

The Teen Department is currently working on a project to review titles in the Young Adult Graphic Novel collection for sexual content defined by La. R.S. 25:225. Any titles found will be moved to the new Adult Graphic Novel collection or to Adult Non-fiction. Any titles found to contain sexual content defined by the LBOC Resolution of February 2023 will be moved to behind the desk. The Teen Department is also reviewing graphic novels in the Adult Non-fiction collection that are written for teens (YA) to move to the Teen Graphic Novel collection. These items will not contain sexual content defined by La. R.S. 25:225. This new collection will be available with a Semi-Restricted card. So far, South Slidell and Abita Springs branches have been reviewed. At this time all Adult Non-fiction is not available to a Full Restricted or Semi Restricted card.

Timeline

If the LBOC chooses to review titles in the Young Adult Fiction collection, the work (at least the bulk of it) could begin in August, 2024. The essential staff required to review the titles in an efficient and thorough manner are necessary to the production of the Summer Reading program which ends in July. If the Teen librarians work on this project 10 hours a week while continuing their normal duties, it will take approximately nine months to complete the review. Processing can happen as titles are reviewed and decided on.

Items with sexual content defined by La. R.S. 25:225 that are brought to our attention will be prioritized. The prioritized list review could start immediately with the remainder of the collection review happening after summer reading.

Cost

For option 3

- Staff time – this will not require time outside of working hours. There would not be a change in the budget but it would mean less time devoted to other duties.
 - Staff time for review – 1,071 hours at \$26.84 (average of teen dept. salaries per hr.) = \$28,745.64
 - Staff time for processing and cataloging fiction – \$17.35 per hr X 373 hrs = 6,471.55
 - Staff time for processing and cataloging Books on CD – \$17.35 per hr X 39 hrs = 676.65
- Supplies
 - Labels – 19.65 per 1000 - 19.65 X 9 = \$176.85
 - Label protectors – 31.76 per 500 = 31.76 X 18 = 571.68
- Total cost = 36,642.37

For Option 2

- Staff time – this will not require time outside of working hours. There would not be a change in the budget but it would mean less time devoted to other duties.
 - Staff time for review – 1,071 hours at \$26.84 (average of teen dept. salaries per hr.) = \$28,745.64
 - Staff time for processing and cataloging for Fiction and Books on CD – cost will be determined by how many items are moved.
- Supplies
 - Only processing and cataloging the items that move to adult – cost will vary based on how many items move

Recommendation

Although Option 3 is the most expensive as a matter of staff time and supplies, the staff recommends option 3. This option provides a more clarity to parents about what is contained in each library collection and leaves the decision about access firmly in their hands. Collections designated for minors would not have sexual conduct and collections designated for adults could have sexual conduct.



St. Tammany Parish Library Board of Control
Resolution regarding evaluation of YA materials – classifying and location

April 22, 2024

WHEREAS, the Rules and Regulations of the Library Board of Control Section 209 "Limits of Library Use" prohibits materials with "sexual conduct" as defined by La. RS 25:225 to be contained in the Juvenile collection but does not prohibit the same for the Young Adult ("YA") collection; and.

WHEREAS, a census of the YA collection would be required to determine what, if any, material contains such defined conduct; and,

WHEREAS, St. Tammany Parish Library Board of Control - at its March 25th, 2024 meeting - directed library administration and staff to do what was necessary to investigate and ascertain what would be required to review the YA collection for sexual conduct as defined by La. RS 25:225 and provide a timeline and outline a process for identifying materials in the collection which may meet this definition and report on the same for a future meeting;

WHEREAS, the Library Board of Control continues to recognize that parents and guardians are primarily responsible for the supervision of their children, including making decisions regarding the materials that their children may check out.

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control directs library administration and staff to do what is necessary to review the YA collection for sexual conduct as defined by La. RS 25:225. The Board chooses option 2 for the disposition of titles found to have sexual conduct as described in the report attached hereto;

BE IT FURTHER RESOLVED that 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 22nd DAY OF APRIL 2024, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Rebecca Taylor, Board President

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St. Tammany Parish Library Board of Control
Resolution regarding evaluation of YA materials – classifying and location

April 22, 2024

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WHEREAS, the Library Board of Control continues to recognize that parents and guardians are primarily responsible for the supervision of their children, including making decisions regarding the materials that their children may check out.

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control directs library administration and staff to do what is necessary to review the YA collection for sexual conduct as defined by La. RS 25:225. The Board chooses option 3 for the disposition of titles found to have sexual conduct as described in the report attached hereto;

BE IT FURTHER RESOLVED that 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 22nd DAY OF APRIL 2024, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

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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 07/03/2023

Name Frances Smith

Address [Redacted]

City Slidell State La Zip 70461

Telephone [Redacted]

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

1. Resource on which you are commenting:

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

2. Title Burned

Author/Producer Ellen Hopkins

3. What brought this title to your attention?

The Cover.. content violates the state obscenity stateues
2021 La. Laws Revides Statutes
Title 14 Criminal La
NOT Suitable for minors

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

I checked out the book on August the 31. All these books by Ellen Hopkins are all about sex, drugs, nudity and some have child abuse in them. These books are not appropriate for young teens. They promote this bad behavior. Children like to experiment. They enjoy aspiring to be like adults. They want to do the things adults do. Teens do not have the experience to know how much is too much and all the

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

It needs to be placed in a restricted area where children and young teens cannot read it or check it out without parental consent. What is it a resource for?

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.

The book is clearly not for young readers or teens. It promotes a life style that is not healthy. In your library a 12 year old can read this book.

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

Books that inspire and help teenagers to do and make the right decisions in their young years!!!!

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.

BURNED by Ellen Hopkins

Margaret K. McElderry Books, 2006

PUBLISHER'S SUMMARY

It all started with a dream. Nothing exceptional, just a typical fantasy about a boy, the kind of dream that most teen girls experience. But Pattyn Von Stratten is not like most teen girls. Raised in a religious -- yet abusive -- family, a simple dream may not be exactly a sin, but it could be the first step toward hell and eternal damnation. This dream is a first step for Pattyn. But is it to hell or to a better life? For the first time Pattyn starts asking questions. Questions seemingly without answers -- about God, a woman's role, sex, love -- mostly love. What is it? Where is it? Will she ever experience it? Is she deserving of it?

It's with a real boy that Pattyn gets into real trouble. After Pattyn's father catches her in a compromising position, events spiral out of control until Pattyn ends up suspended from school and sent to live with an aunt she doesn't know. Pattyn is supposed to find salvation and redemption during her exile to the wilds of rural Nevada. Yet what she finds instead is love and acceptance. And for the first time she feels worthy of both -- until she realizes her old demons will not let her go. Pattyn begins down a path that will lead her to a hell -- a hell that may not be the one she learned about in sacrament meetings, but it is hell all the same.

In this riveting and masterful novel told in verse, Ellen Hopkins takes readers on an emotional roller-coaster ride. From the highs of true love to the lows of abuse, Pattyn's story will have readers engrossed until the very last word.

LIBRARY OF CONGRESS SUBJECT HEADINGS

Novels in verse
Mormons
Identity
Aunts
Family problems
Alcoholism
Sex
Nevada

PUBLISHER RECOMMENDED AGE GROUP: 14 to 17

HOLDINGS AND CIRCULATION

- 3 print copies at Causeway, Covington, and Slidell/Shelved in Young Adult Fiction/Call Number YA Hopk (Later moved to Adult Fiction)
- 2 audiobooks on CD at Causeway and Covington/Call Number CD YA Hopk (Later Moved to Adult Fiction)
- Libby and Hoopla E-audiobooks

First purchased in January 2007. Available on shelf October 2007

Total circulation on all print copies: 286

Total circulation on all audiobooks on CD: 52

Total circulation on all E-audiobooks: 25

OTHER LIBRARY HOLDINGS

Held in 700 libraries.

Lafayette Public Library System – Teen Fiction

East Baton Rouge Parish Library – Young Adult Fiction

Hancock County Library System – Young Adult Fiction

PATRON REQUEST/SUGGEST A PURCHASE: N/A

REVIEWS

Booklist (06/01/2006):

Gr. 9-12. Full of anger at her father, an alcoholic who abuses her mother, Pattyn begins to question her Mormon religion and her preordained, subservient role within it. She is confused by her mother's acceptance of the brutal abuse, and although she is furious at and terrified of her father, she still longs for his love and approval. As the consequences of her anger become more dramatic, her parents send her to spend the summer with her aunt on a Nevada ranch. There she finds the love and acceptance she craves, both from her aunt and from a college-age neighbor, Ethan. Told in elegant free verse, "Burned" envelopes the reader in Pattyn's highs and lows, her gradual opening to love, and her bouts of rage, confusion, and doubt. It exposes the mind of the abused, but regrettably offers no viable plan to deal with the abuser, a reality perhaps, but a plot element that may raise eyebrows in the adult community. Still, this will easily find rapid-fire circulation among its YA audience. A troubling but beautifully written novel. (Reprinted with permission of Booklist, copyright 2006, American Library Association.)

School Library Journal (07/01/2006):

Gr 9 Up -Once again the author of "Crank" (S & S, 2004) has masterfully used verse to re-create the yearnings and emotions of a teenage girl trapped in tragic circumstances. Poems in varied formats captivate readers as they describe a teen -s immobilizing fear of her abusive father, disgust with a church hierarchy that looks the other way, hope that new relationships can counteract despair, joy in the awakening of romance, and sorrow when demons ultimately prevail. Pattyn Von Stratten is the eldest of eight sisters in a stern Mormon household where women are relegated to servitude and silence. She has a glimpse of normal teenage life when Derek takes an interest in her, but her father stalks them in the desert and frightens him away. Unable to stifle her rage, Pattyn acts out as never before and is suspended from school. Sent to live with an aunt on a remote Nevada ranch, she meets Ethan and discovers -forever love. - Woven into the story of a teen -s struggle to find her destiny is the story of her aunt -s barrenness following government mismanagement of atomic testing and protests over nuclear waste disposal. Readers will become immersed in Pattyn -s innermost thoughts as long-held secrets are revealed, her father -s beatings take a toll on her mother and sister, and Pattyn surrenders to Ethan -s love with predictable and disturbing consequences. Writing for mature teens, Hopkins creates compelling characters in horrific situations." -Kathy Lehman, Thomas Dale High School Library, Chester, VA" Copyright 2006 School Library Journal, LLC Used with permission.

Hornbook Guide to Children (07/01/2006):

Written in poems that showcase dual meanings or voices in dialogue, this novel follows teenage Pattyn as she questions the abusive (and atypical) version of Mormon doctrine that imprisons her, falls victim to regular high school dangers, and finally finds an adult mentor and supportive boyfriend. The tragic ending of this slow-moving melodrama is unsatisfactorily ambiguous. (Copyright 2006 by The Horn Book, Incorporated, Boston. All rights reserved.)

Kirkus Reviews

In cutting free-verse, 16-year-old Pattyn offers first-person narration of religious oppression and physical violence. Her Mormon church dictates that women grow up powerless. An entrancing sexual dream and a non-Mormon boyfriend make Pattyn feel giddy but guilty. Will she burn in hell? Exiled (for punishment) to a desert ranch, Pattyn blossoms under the respectful care of Aunt J and finds storybook love with neighbor Ethan. But at summer's end, she returns home to a situation even worse than before. Alcoholic Dad now beats the children (rather than just Mom); Pattyn, badly whipped, tries to hang on until she can leave home. But a heart-sinking pregnancy (Ethan's condom broke once) prompts an escape attempt that goes horribly wrong. Bereaved and desperate with nowhere to turn, Pattyn plans a brutal revenge. Hopkins's incisive verses sometimes read in several directions as they paint the beautiful Nevada desert and the consequences of both nuclear testing at Yucca Mountain and Pattyn's tragic family history. Sharp and heartbreaking. (Fiction. YA) Copyright ©Kirkus Reviews, used with permission.

Publishers Weekly (07/05/2007)

In verse, the author of *Crank* and *Impulse* explores one girl's struggle as she tries to free herself from the religious dogmatism of her abusive family and develop her own beliefs about God, love and identity. Ages 14-up. (Oct.) (c) Copyright PWxyz, LLC. All rights reserved

BIOGRAPHICAL NOTE

Ellen Hopkins is the #1 *New York Times* bestselling author of numerous young adult novels, as well as the adult novels such as *Triangles*, *Collateral*, and *Love Lies Beneath*. She lives with her family in Carson City, Nevada, where she has founded Ventana Sierra, a nonprofit youth housing and resource initiative. Follow her on Twitter at @EllenHopkinsLit.

AWARDS & LISTS

2007-2008 TLA Tayshas Reading List (commended)
2010 Colorado Blue Spruce Award (nominee)
2009-2010 Iowa High School Book Award (nominee)
ALA Popular Paperbacks for Young Adults
Book Sense Summer Pick Teen Readers

RESOURCES

Ingram Content Group, LLC

Books in Print 2.0

Worldcat

Individual library websites (for holdings info)



April 17, 2024

Ms. Fran Smith

██████████
Slidell, LA 70461

Dear Ms. Smith,

Thank you for submitting your Statement of Concern regarding *Burned* by Ellen Hopkins. 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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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 book does not primarily consist of or is it primarily devoted to the description of the sexual conduct outlined in La R.S. 14:91.11 Part A. 2. There are only two scenes with sexual content. The book is primarily about the main character’s questioning of her faith, her religious beliefs, and about her relationship with her abusive father.
2. The book does not appeal to or is it designed to appeal to the sexual responses beyond that which is normal for a minor. The two scenes with sexual content are not explicit and do not use direct descriptions. The scenes are brief and accurately depict first love and the teen experience.
3. The book is not inappropriate for minors to the average reasonable person in the community applying contemporary standards. As mentioned the sexual conduct in the book is not explicitly. In fact, Common Sense Media’s “Parents Need to Know” says “It’s intense and mature, but not as gritty as author Ellen Hopkins’ readers might expect.” The two parent reviews on that website recommend it for mature teens. The book shows a positive female/male relationship that promotes consent and respect, contrasting it with the dysfunctional relationship of the main character’s parents.
4. The material in its entirety does not lack literary or artistic value for minors and has educational value. The book is an example of the novel in prose and coming of age genres. While the physical and mental abuse by the father described in the book is hard to read, these scenes help readers understand the effects abuse can have on a person.

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The book illustrates that abuse is wrong and should not be a part of a relationship. The book includes a positive adult role model in the aunt.

The committee believes that the book is not harmful to minors as described in La R.S. 14:91.11. However, the book does contain sexual conduct as described by La. RS. 25:225. When purchased the book was located in YA fiction. The book was later moved to Adult Fiction. The committee believes the placement of the title in Adult Fiction where it is only accessible to adults or minors whose parents have given them access to the adult collection is appropriate.

While we recognize that some may find the material in question not suitable for themselves or their family, that alone 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 they and 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 April 22, 2024 at 6:30 p.m., where it will be on the agenda. At that meeting, you will have an opportunity to address the Board for 5 minutes.

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 12/09/2022

Name Frances W Smith

Addr [Redacted]

City Slidell State La Zip 70461

Telepho [Redacted]

Representing [x] (self) St Tammany Parish Library Accountablity Project. (organization)

1. Resource on which you are commenting:

- [x] Book [] Newspaper [] Other
[] Magazine [] Content of Library Program
[] Audiovisual [] Electronic Resource

2. Title A Court of Frost and Starlight

Author/Producer Sara J Maas

3. What brought this title to your attention?

Content violates the state obscenity stateues
2021 La. Laws Revised Statutes
Title 14 Criminal La
NOT SUITABLE FOR MINOR

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

yes such a pretty title for an obscene book.

5. What course of action do you recommend in regard to this resource?
restrict from minors from reading this book/get it off the shelves for children to read

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.
It is obscene. Children should not be allowed to read it. Goes against the Law.

7. In its place, what materials would you recommend on this topic?
something that does not go against the law of Obscenity Title 14
Maybe something uplifting would be nice.

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.

A COURT OF FROST AND STARLIGHT by Sarah Maas

Bloomsbury YA, 2018

PUBLISHER'S SUMMARY

Narrated by Feyre and Rhysand, this bridges the events in *A Court of Wings and Ruin* and the upcoming novels in the series. New in the #1 *New York Times* bestselling Court of Thorns and Roses series, *A Court of Frost and Starlight* is a glimpse into the lives of Feyre and Rhys as they begin to recover from the war that changed their world. Feyre, Rhysand, and their close-knit circle of friends are still busy rebuilding the Night Court and the vastly-changed world beyond. But Winter Solstice is finally near, and with it, a hard-earned reprieve. Yet even the festive atmosphere can't keep the shadows of the past from looming. As Feyre navigates her first Winter Solstice as High Lady, she finds that those dearest to her have more wounds than she anticipated -- scars that will have a far-reaching impact on the future of their Court.

LIBRARY OF CONGRESS SUBJECT HEADINGS

Fairies

Love

Romance fiction

Blessing and cursing

Winter solstice

Fantasy

Fantasy fiction

PUBLISHER RECOMMENDED AGE GROUP: 17 and up

HOLDINGS AND CIRCULATION

- 2 print copies at Mandeville, and Slidell/Shelved in Adult Fiction/Call number Fic Maas.
- Overdrive E-book
- Overdrive and Hoopla E-Audiobooks.

Purchased in January 2018. Available on shelf May 2018.

Total circulation on all print copies: 70

Total circulation on E-book: 23

Total circulation on E-audiobooks: 179

OTHER LIBRARY HOLDINGS

Held in 2069 libraries.

Hancock County Library System – Young Adult Fiction

Washington Parish Library System – Adult Fiction

Livingston Parish Library – Adult Fiction

PATRON REQUEST/SUGGEST A PURCHASE: N/A

REVIEWS

Kirkus Reviews (06/01/2018):

A glimpse of the characters dealing with rebuilding and fallout after *A Court of Wings and Ruin* (2017). In a change of pace from the usual epic struggle against powerful forces, this slimmer-than-usual volume follows the cast during the festive Winter Solstice holiday. Nods to trouble on the horizon (dissent in the Illyrian ranks, Fae courts eyeing for expansion, and a politically fraught situation among humans) remain distant, the lack of progress at times resulting in frustrating repetition. Cassian's and Mor's backstories are explored, and prickly Amren's low-key relationship storyline is supplemented by her High Fae adjustments (including bodily humor). While Elain is becoming more comfortable, she still wants nothing to do with Lucien (who feels like an outsider nearly everywhere and has his hands full with a self-destructive Tamlin). Severely struggling Nesta self-medicates through alcohol, meaningless sex, pushing everyone away, and finding every last seedy corner of the otherwise utopian Velaris. While Rhys handles politics, Feyre's storyline revolves around Solstice shopping and art's potential for healing trauma--when the lovers aren't telepathically sexting or craving each other. Aside from occasional minor characters, most of the inhuman cast seem white. Several plotlines are predictably resolved. With introspection replacing battles, this extended epilogue gives breathing room between dramatic arcs but is best for readers who'd prefer downtime with the characters over high stakes. (map, preview of next title) (Fantasy. 16-adult) COPYRIGHT(2018) Kirkus Reviews, ALL RIGHTS RESERVED.

Hornbook Guide to Children (01/01/2019):

Still reeling from the recent war and the wall between the mortal and faerie realms falling (*A Court of Wings and Ruin*), Feyre, Rhysand, and their fellow Fae work tirelessly to restore order and celebrate the cheery Winter Solstice. After the massive battles and intense action sequences of the previous books, fans will welcome this more intimate visit with the familiar characters. (Copyright 2019 by The Horn Book, Incorporated, Boston. All rights reserved.)

BIOGRAPHICAL NOTE

Sarah J. Maas is the #1 *New York Times* and internationally bestselling author of the *Throne of Glass*, *Court of Thorns and Roses*, and *Crescent City* series. Her books have sold more than nine million copies and are published in thirty-seven languages. A New York native, Sarah lives in Pennsylvania with her husband, son, and dog.

AWARDS AND LISTS

N/A

RESOURCES

Ingram Content Group, LLC

Books in Print 2.0

Worldcat

Individual library websites (for holdings info)



April 17, 2024

Ms. Fran Smith

██████████
Slidell, LA 70461

Dear Ms. Smith,

Thank you for submitting your Statement of Concern regarding *A Court of Frost and Starlight* by Sara Maas. 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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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 does not primarily consist of or is it primarily devoted to the sexual conduct listed in La. R.S. 14:91.11. The focus of the book is on the characters’ family and friend relationships, rebuilding after a war, and political intrigue.
2. The committee found that the text and images did not incite or appeal to the prurient interests of minors. The three scenes with sexual conduct are written in typical romance novel style mostly with euphemisms and romantic descriptions.
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 shelved in the adult fiction section and is checked out mostly by adult women. The book is a part of the NYT Bestseller list series. Common Sense Media rates the book for 15 years and older. The publisher recommends the book for 17 years old and up. The love story subject and writing style are not of interest to most readers under 15 years old.
4. The committee believes the material taken as a whole does not lack serious literary, artistic, political, or scientific value for minors. The book is an example of the novella format. It combines two genres- romance and fantasy which is a growing trend in adult fiction. The book has literary value by softening hard topics by addressing the consequences of war in a fantasy setting. The book is hopeful with its depictions of strong family and friendship bonds and with the happy ending.

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The committee believes that the book is not harmful to minors as described in La R.S. 14:91.11. However, the book does contain sexual conduct as described by La. RS. 25:225. The committee believes the placement of the title in Adult Fiction where is only accessible to adults or minors whose parents have given them access to the adult collection is appropriate.

While we recognize that some may find the material in question not suitable for themselves or their family, that alone 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 they and 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 April 22, 2024 at 6:30 p.m., where it will be on the agenda. At that meeting, you will have an opportunity to address the Board for 5 minutes.

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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Rules and Regulations - Disaster Recovery Policy Update

The IT department has purchased vulnerability assessment software and is now regularly conducting assessments. Our last penetration test was costly. Penetration tests are not required by our insurance policy, by law or by the Legislative Auditor. The IT department is confident that having a penetration test every three years will be sufficient to keep us up to date on security.

Current Policy

4. Testing

A test of the restoration process is conducted every 90 days. A penetration test and vulnerability assessment is conducted annually. IT staff is responsible for testing the restoration process and other vulnerability assessments. The Assistant Director of Support Services will ensure that these tests and assessments are administered. The IT staff will notify the Assistant Director of Support Services of the outcomes of the tests and assessments.

New Policy

4. Testing

A test of the restoration process is conducted every 90 days. Vulnerability assessment is done regularly throughout the year either internally or externally. An external penetration test is conducted every three years. IT staff is responsible for testing the restoration process and other vulnerability assessments. The Assistant Director of Support Services will ensure that these tests and assessments are administered. The IT staff will notify the Assistant Director of Support Services of the outcomes of the tests and assessments.