



St. Tammany Parish Library Board of Control

Resolution No. 26-012

Resolution to Amend Section 407 “Statements of Concern about Library Resources” to Clarify Scope, Procedures, and Finality of Decisions

May 18th, 2026

SPONSOR: Mr. Branton

WHEREAS, the St. Tammany Parish Library Board of Control has adopted Rules and Regulations governing the use of library resources and the process by which patrons may submit Statements of Concern regarding library materials, programs, and displays; and

WHEREAS, Section 407 establishes procedures by which Statements of Concern are submitted, reviewed, and considered; and

WHEREAS, processing Statements of Concern requires significant staff time and public resources in order to review materials, prepare reports, and provide notice to the complainant and the Library Board of Control; and

WHEREAS, the Board of Control finds it necessary to ensure that the Statement of Concern process is used for matters properly within its scope and that library staff and Board resources are focused on requests that fall within procedures established by policy and applicable law; and

WHEREAS, the Board of Control recognizes that the Library has undertaken ongoing and diligent efforts to evaluate materials and ensure compliance with applicable state law, including La. R.S. 25:225, with respect to materials located within the Children’s, Juvenile, Teen, and Young Adult collections, or as they may be designated in the future; and

WHEREAS, the Board of Control further recognizes that library patrons retain the ability to request reconsideration of materials located within such collections through the procedures established herein, consistent with applicable law; and

WHEREAS, the Board of Control further finds it necessary to clarify and define the limited scope of Statements of Concern and any related appeals as matters governed by applicable state law, including La. R.S. 25:225; and

ADMINISTRATIVE OFFICE
1112 WEST 21ST AVENUE COVINGTON, LA 70433
PHONE: (985) 871-1220 FAX: (985) 871-1224

ABITA SPRINGS (985) 893-6285

FOLSOM (985) 796-9728

MANDEVILLE (985) 626-4293

BUSH (985) 886-3588

LACOMBE (985) 882-7858

PEARL RIVER (985) 863-5518

CAUSEWAY (985) 626-9779

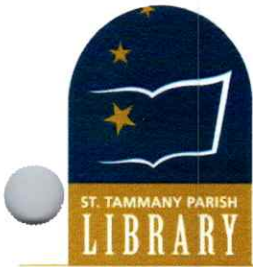
LEE RD (985) 893-6284

SLIDELL (985) 646-6470

COVINGTON (985) 893-6280

MADISONVILLE (985) 845-4819

SOUTH SLIDELL (985) 781-0099



WHEREAS, the Board of Control finds it necessary to clarify the procedural framework governing review, appeal, and finality of decisions in order to ensure orderly administrative function and prevent duplicative or successive reconsideration requests regarding the same materials, programs, or displays;

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control amends Section 407 of the St. Tammany Parish Library Rules and Regulations as follows:

Section 407. Statements of Concern about Library Resources

A. General

The intent of the Statement of Concern about Library Resources is to create a procedure that allows a library patron to request the reconsideration of whether a library material should remain in any of the Children's, Juvenile, Teen, or Young Adult collections, or as such collections may be designated in the future, as provided in La R.S. 25:225C(1), and La R.S. 25:225C (2)(d).

This Section is adopted in accordance with La. R.S. 25:225 and applies exclusively to requests alleging that library material in such collections may constitute sexually explicit material as defined by law.

All other concerns, including but not limited to classification, shelving, location, displays, programming, general content objections, or viewpoint disagreements, may be submitted through a Community Input Form and will be handled administratively.

This Section shall not be used to challenge materials for reasons unrelated to alleged sexually explicit content in such collections, nor shall Statements of Concern or any related appeals be used to request or review the placement or relocation of library materials within the collection, except as required by applicable state law, including La. R.S. 25:225. Placement decisions are administrative in nature and are made by library staff in accordance with library policy and applicable law.

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

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~~may reject material for themselves and for their minor children, an individual may not exercise censorship to restrict the freedom of others to read, see, or hear.~~

B. Process

1. Any person residing in St. Tammany Parish who has reached the age of majority and who holds a St. Tammany Parish Library card and wishes to express concerns about library materials, programs, or displays may complete a "Statement of Concern About Library Resources" form, also referred to as a "Request for Reconsideration" pursuant to La. R.S. 25:225. However, processing a Statement of Concern form entails significant cost and time commitments. Therefore, anyone who has a concern about library resources is encouraged to discuss their concerns with a library staff member before filing a Statement of Concern form.

The Statement of Concern form shall be available at the library circulation desk, the library's website, by email request, and at all Library Board of Control meetings. All completed Statement of Concern forms will be forwarded to the Library Director and to each member of the Library Board of Control. Upon receipt of the Statement of Concern form the Director will confirm receipt to the complainant(s). Statements of Concern that do not meet the submission criteria will not be considered.

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

2. The Director will select two or more staff members to serve on an internal committee to review each Statement of Concern and the subject of the concern. Committee members will be chosen by the Director based on the type of material under review and taking into consideration the staff member's education and experience. ~~A decision will be made within 45 days of the Director receiving the Statement of Concern Form, unless a longer period is authorized by the Library Board of Control, in which case the complainant(s) shall receive notice.~~ Reconsideration requests shall be scheduled in the ordinary course of business and in a manner consistent with maintaining orderly administrative function.

3. The committee members shall:
a. Review the material in its entirety.

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b. Compile relevant evaluative information, including a brief synopsis of the material as appropriate.

c. Evaluate whether the material depicts sexual conduct as defined in La. R.S. 25:225.

d. Consider whether the material is accessible to minors.

e. Conduct a discussion to reach a decision.

e. Submit a written report to the Director with the recommended decision based on the result of the committee's efforts.

b. Create and consider a resume of the material which can include:

- A brief synopsis
- Reviews in standard evaluation guides
- Topical information concerning the material
- Circulation information
- Information about holdings in other public libraries
- Awards received
- Biographical information about the author/producer
- Library of Congress Subject Headings
- Publisher, vendor, and/or reviewer audience recommendations
- Indication that purchase was made per patron request, if that information is available
- Number of copies sold in the United States, if that information is available

e. Consider the suitability for age level of current placement

d. Consider present and potential relevance to community needs

e. Conduct a discussion to reach a decision

f. Submit a written report to the Director with the decision made based on the result of the committee's efforts.

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

The Director shall make a written determination based on the committee's review and shall notify the complainant of that determination.

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If the Director determines that the material may include sexually explicit content as defined by applicable law and is located within any of the Children's, Juvenile, Teen, or Young Adult collections, or as such collections may be designated in the future, the matter shall be forwarded to the Library Board of Control for consideration pursuant to La. R.S. 25:225

If the Director determines that the material does not meet the definition of sexually explicit content under applicable law and is located within such collections, the complainant may appeal that determination to the Library Board of Control in accordance with the procedures set forth in this section, subject to the limitations provided in La. R.S. 25:225C(2)(d)(ii).

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

C. Right to Appeal

1. The complainant may appeal to the Library Board of Control by contacting the Assistant Director within 30 days of mailing of the committee's decision and requesting to be placed on the agenda of the next available scheduled board meeting. The Assistant Director must notify the Library Board of Control of the appeal being placed on the agenda.
2. A complainant will have five minutes to address the Library Board of Control about the specific challenged material on the original Statement of Concern form. Should multiple appeals be filed regarding a specific item in the library or should multiple appeals be lodged by an individual regarding materials in the library, those appeals may be consolidated by the Library Board of Control and a reasonable amount of time shall be set at the hearing by the Library Board of Control.

The provisions contained in this Resolution, including but not limited to allowing consolidation of multiple appeals of the same item or multiple appeals filed by a person regardless of the type of library material as well as the provision providing for a

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SLIDELL (985) 646-6470

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reasonable time being set by the LBOC are procedural in nature and are applicable to all pending Statements of Concern and any subsequent Statements of Concern.

3. A period of public comment will precede any action taken by the Board.
4. The Library Board of Control shall vote to affirm, modify, reject, or take under advisement the committee's decision. Matters taken under advisement shall be renoticed for a future meeting. Upon modification or rejection of the decision of the committee, the Board shall decide what action will be taken in response to the Statement of Concern. The decision of the Board shall be rendered by a majority vote. In the event there is a tie, the committee's decision is affirmed.
5. The complainant(s) will be notified in writing of the decision of the Library Board of Control.

~~D. The decision on a Statement of Concern about specific materials, programs, or displays will remain in effect for five years. Within this five-year period complainants submitting a new Statement of Concern on a decided title, program, or display shall receive a copy of the current decision. The decision on a Statement of Concern about specific materials, programs, or displays shall mean the initial action taken and shall remain in effect unless and until reconsidered by the Library Board of Control. The complainant may appeal the decision as provided by applicable law. Statements of Concern that have already been decided, including those submitted during the pendency of an appeal, shall receive a copy of the current decision and shall not initiate a separate review or be considered individually or as part of a consolidated request. The Board may, at its discretion, place a previously decided item on the agenda for reconsideration.~~

BE IT FURTHER RESOLVED that the provisions of this amendment shall apply to all pending Statements of Concern and any related appeals not yet finally adjudicated as of the date of adoption of this Resolution.

BE IT FURTHER RESOLVED that any Statements of Concern submitted on materials, programs, or displays that have already been the subject of a decision by the Library Board of Control shall be handled in accordance with the amended provisions of Section 407, including the limitations on initiating separate or successive review.

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

Moved for adoption by G. Baham and seconded by P. Petrie.

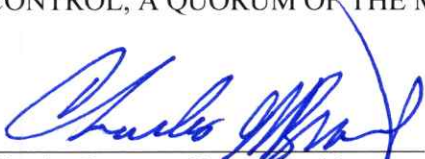
YEAS: Baham, Myers, Petrie, Thompson, Branton

NAYS: Corbin, Tharars

ABSENT: 0

ABSTAIN: 0

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY, THE 18th DAY OF MAY 2026, AT A REGULAR MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.


Charles Branton, Board President

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