

St. Tammany Parish Library
Board of Control Meeting
March 24, 2025
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, March 24, 2025.

AGENDA

Call to order by President and Roll Call by Director

Pledge of Allegiance

1. Approval of the minutes of the meeting of the Library Board of Control that was held on February 24, 2025. (Shaw/Georges)
 - Public Comment
 - Discussion
 - Vote
2. NEW BUSINESS
 - A. Financial Reports – February 2025 (Shaw/LaRocca)
 - Public Comment
 - Discussion
 - Vote
 - B. Director’s Report
 - C. Resolution No. 25-007 Resolution to Amend Rules and Regulations of the St. Tammany Parish Library Board of Control Section 109 Regarding Public Speaking Time (Branton)
 - Public Comment
 - Discussion
 - Vote
 - D. Resolution No. 25-008 Resolution to extend time to allow for procedural due process of undecided statements of concern (Shaw/LaRocca)
 - Public Comment
 - Discussion
 - Vote
 - E. Resolution No. 25-009 Resolution Regarding Surplus Property (Shaw/LaRocca)
 - Public Comment
 - Discussion
 - Vote

3. OLD BUSINESS

F. Resolution No. 25-003 Resolution to Amend Rules and Regulations of the St. Tammany Parish Library Board of Control Section 202 Regarding Privacy Policy (Branton)

- Public Comment
- Discussion
- Vote

G. Election to fill vacancy of board position - Vice President (Shaw)

- Public Comment
- Discussion
- Vote

H. Adjournment

**St. Tammany Parish Library
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February 24, 2025
St. Tammany Parish Council Chambers
21490 Koop Dr.,
Mandeville, LA 70471
6:30 P.M.**

MINUTES

The meeting was called to order by Ann Shaw, President. Kelly LaRocca, Director, called the roll and declared that a quorum was present.

Present: Charles (Chuck) Branton, Parish President Mike Cooper, Pam Georges, Jill Kesler, Tamarah Myers, Ann Shaw, Dinah Thanars

Absent: None

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

A. Shaw welcomed Chuck Branton and Dinah Thanars to the Library Board of Control (LBOC).

C. Branton led the Pledge of Allegiance.

A. Shaw explained the meeting rules and the rules for public comment. A three-minute time limit is established for each member of the public wishing to speak (for or against) an item on the Agenda. In the case of a Statement of Concern (SOC) decision, the person who filed the Statement of Concern is given five minutes to speak.

1. Approval of the minutes of the meeting of the Library Board of Control that was held on December 9th, 2024.

Public Comment:

Sonnet Ireland – Slidell, LA. She referenced the Board’s discussion of the book *The Hate U Give* in the minutes. She stated that the Board may not have had the authority to vote the way in which they did, since their decision was based on racial content and not sexual or obscene content, as required by LA R.S. 25:225. She referenced the guidance that was given to the State Library by the then Attorney General Jeff Landry. She interpreted the guidance as meaning that the Board should be voting based on sexual content and not just because they do not like the book or it makes them feel uncomfortable. She stated that the Board should revisit the issue and that the book should be placed in the Young Adult collection.

Jordan Johnson – Lacombe, LA. He stated that he reviewed the minutes and commented on the expansion opportunity for the Lacombe Branch. He said it is worth moving forward with the expansion and acknowledged the great effort that is going into it. He referred to comments alleging that there are

egregious books in the library. However, after speaking with constituents and community leaders, he found that none of them had come across books like those mentioned in previous meetings. He stated that the library is utilized by the underserved community and patrons use the library for many services. He spoke in favor of having a state-of-the-art library such as the ones in Mandeville and Slidell.

Kevin Marino – Mandeville, LA. Regarding the book *The Hate U Give*, K. Marino stated that the minutes should note that there was only one line on page 81 out of 444 pages that possibly met the criteria for sexual conduct. He suggested adding that K. LaRocca stated that the review committee may have carried their caution a bit too far. He suggested that board members who were not previously on the LBOC should abstain from voting on the minutes and noted that abstaining is an option for any item that they do not feel comfortable voting on. He reminded the Board that they do not need to vote unanimously.

Discussion:

M. Cooper noted that K. Marino proposed some additions to the minutes and asked the Board if they think the changes are valid. M. Cooper acknowledged that minutes are not meant to include word-for-word discussion. E. Couvillon stated that the minutes reflect a sufficient summary of the discussion at the meeting and reminded everyone that recordings of the meetings containing full discussions are available on the library’s website. She noted that K. Marino’s suggested edits are accurate, but added that the minutes cannot be a full transcript of the meeting.

A. Shaw referred to the discussion of *The Hate U Give* and noted that K. LaRocca read the passage in question aloud during the meeting. K. LaRocca explained that the committee’s recommendation was due to the description on page 81. She added that the committee does err on the side of caution, but ultimately it is the Board who makes the decision. A. Shaw asked if the Board would like to reconsider the book *The Hate U Give* as a result of the feedback received during public comment.

Vote: M. Cooper moved to approve the minutes of the LBOC meeting that was held on December 9, 2024. It was seconded by Tamarah Myers.

Roll call vote: Branton: Abstained Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes
Thanars: Abstained Shaw: Yes

Motion carried.

E. Couvillon clarified that reconsideration of *The Hate U Give* is not on the agenda for the meeting and a unanimous vote of the Board is required for the item to be added to the agenda. E. Couvillon noted that the agenda is already quite full and the two new board members have not had time to read the book. She stated that it is something the Board may want to consider for a future meeting. In response to S. Ireland’s public comment, E. Couvillon explained that Section 407 of the library’s policies and procedures do not limit the review of Statements of Concern to only sexually explicit material. There is a broader range of reasons for review, allowing the Board to rearrange books in the collection or remove them from the library for reasons other than sexually explicit materials, while still remaining constitutionally valid. There was inaudible discussion from the audience.

2. Election to fill vacancy of board position - Vice President

A. Shaw asked the Board if any members are interested in serving as Vice President. Chuck Branton stated that he is interested in serving. J. Kesler moved to nominate C. Branton. It was seconded by T. Myers.

Public Comment:

Sonnet Ireland – She suggested that P. Georges, the current Secretary/Treasurer, would be a good choice for Vice President since she has been on the Board long enough to know how it operates and is familiar with libraries. She assumes that the Administrative Assistant types the minutes, which are then reviewed by the Library Director before being submitted to the Board for approval. She explained that this is common practice in Louisiana libraries, where the Library Director often serves as the Board Secretary. She suggested that the Board consider this and vote for a Vice President next time. She believes that the Board can better use P. Georges' knowledge, training, and time.

Kevin Marino – He stated that Vice President of the Board is a leadership role that requires experience, collaboration, and commitment to serving the entire community. He stated most members have served on the Board for 8-9 months, but two members have been on the Board for only 18 days. He believes that C. Branton's focus is not on improving library services, but restricting access to materials and controlling library policies. He urged the Board to elect someone with more experience, a broader understanding of their role, and a commitment to serving the community.

Rebecca Bohm – Mandeville, LA. She stated that the Vice President position should be filled by someone fair, knowledgeable, unbiased, experienced with the LBOC, policies, and is familiar with the background of the library's situation. She noted that President Cooper won 52% of the vote in 2023 and the community respects and supports him. She stated that he would be the ideal Vice President.

Board Discussion:

M. Cooper stated that he is not a candidate, but thanked R. Bohm for the comments.

Vote: As stated prior to the public comment period, J. Kesler moved to nominate C. Branton and it was seconded by T. Myers.

Roll call vote: Branton: Abstained Cooper: Abstained Georges: Abstained Kesler: Yes
Myers: Yes Thanars: Abstained Shaw: Abstained

Motion failed.

M. Cooper moved to postpone the election until the next board meeting. It was seconded by C. Branton. All were in favor, none were opposed, and no one was absent. Motion carried.

3. NEW BUSINESS

A. Financial Report – November 2024, December 2024, and January 2025

K. LaRocca reviewed the November 2024, December 2024, and January 2025 financial reports. By the end of November, the library received \$12,474,891.98 in Ad Valorem Revenue. K. LaRocca explained that the figure represents actual money in the bank, while the financial report shows the funds on an accrual basis. A total of \$264,301.40 in State Revenue Sharing has been received. K. LaRocca explained that the Ad Valorem Revenue and State Revenue Sharing funds are credited in twelfths on the financial report, with one-twelfth added each month throughout the year.

The budget percentage for November should be around 91%. K. LaRocca explained that November is when the budget lines are reviewed to ensure that charges are credited to the right lines and any necessary corrections are reflected in the December report. For example, certain charges in budget lines, such as Printing, Promotional Production, Network Utility Software, and Polaris Maintenance, needed to be transferred to the correct lines for December. K. LaRocca explained that the Health Insurance Expense and Health Trust lines are out of balance as we receive reimbursements from the previous year.

K. LaRocca reviewed the December 2024 financial report. No additional Ad Valorem Revenue or State Revenue Sharing was received. The budget percentage at the end of December should be 100%. Revenues were at 101.08% and expenditures were at 94.47%. K. LaRocca noted that the Year-to-Date Actual figure of \$12,613,152.48 is not what we received in the bank. The figure reflects funds from 2023 that are credited to 2024 due to accrual accounting. K. LaRocca gave explanations for any lines that were over or under budget. We have received a little more than estimated in fines, fees, and interest. Miscellaneous Income is from the auction items that were sold.

Noteworthy expenditure line explanations are as follows: The Publication of Legal Notices line is under budget due to less board meetings in 2024. The Signage line is under budget because we did not need signage for the millage election before the end of year. The Utilities and Communications lines were under budget for the year. The Hurricane Disaster Costs are under budget due to not receiving quotes for the Lacombe Branch roof repair by the end of the year. The Payroll Service Fees line was over budget due to the last paycheck of 2024 falling on December 31, 2024 instead of January 1, 2025. Since January 1st is a bank holiday, staff were paid on December 31, 2024, resulting in 2024 having an extra pay period. The Library In-service Training line was under budget due to holding our All Staff meeting at a cost-effective venue. The Conventions and Seminars line is under budget due to staff taking more webinars and attending less conferences. The Outreach Vehicle line is under budget because the third payment will not be made until we receive the vehicle in March.

K. LaRocca explained that typically three or four budget amendments are made throughout the year. However, the Board did not meet as often last year and no budget amendment was made at the end of the year.

K. LaRocca reviewed the January 2025 financial report. No Ad Valorem or State Revenue Sharing was received in January. Since Ad Valorem and State Revenue Sharing is credited to us in twelfths, the

financial report shows that we received 8.33% even though no funds were received. K. LaRocca noted that the cash on hand is \$5,231,944.49, which represents the funds on reserve that we operate from until we receive Ad Valorem Revenue. Some lines are at 100% due to those expenses being due in January. Some lines are below budget as they have not yet been utilized this year. Most lines are as expected for this point in the year.

Public Comment:

Sonnet Ireland – She stated that the financial report was very detailed and easy to digest. She noted that the library held an amazing summer reading program for all ages for \$40,000 in a parish with a population of 275,000. She stated that the library is careful and strategic with public funds and does a good job saving money, making plans, and following through. She encouraged the new board members to watch the presentation of the Summer Reading Program that T. DiMaggio presented last year.

James Prentice – He inquired about a nearly \$700,000 increase in budget from 2023 to 2024. He asked why there is a \$195,000 shortfall in expenses over revenues with that \$700,000 increase. He stated that it costs \$21.75 per visit to the library. He said the focus does not need to be on how to sell or “slick up” the endorsement of the millage, but rather on encouraging more than half of St. Tammany Parish residents to come into the library. He stated that there is value in the library and he does not want it to go by the wayside.

K. LaRocca addressed J. Prentice’s comment about a shortfall. She referenced and reviewed the Statement of Revenues and Expenditures, which shows that there was no shortfall; in fact, the year ended with a positive variance in expenditures of approximately \$734,000.

Kevin Marino – He complimented the detailed financial report. He asked for clarification on the fund balance and an explanation of what it means. He asked what the game plan is if the millage does not pass. He mentioned the Madisonville Branch bonds and asked whether or not bonds are an option to fund the Lacombe replacement and Slidell expansion if the millage fails. He asked which branch in Slidell needs an upgrade and which council district is it located in. He stated that librarians have been overworked and underpaid for too long and deserve more than what was approved in the salary study.

K. LaRocca addressed K. Marino’s questions. She stated that the cash on hand on December 31, 2024, was \$6,370,230.98. That fund balance is used for several purposes: Operational reserves for running the library until we receive our first millage payment of the year from the Parish, disaster and emergency funds, dedications for Causeway, Mandeville, and Slidell furniture, the outreach vehicle, and \$250,000 for the possible cost of being on the ballot for the election. K. LaRocca reiterated that the election would only cost \$250,000 if we had been on the ballot alone, which we are not. She explained that we also have capital funds that the Parish holds. The capital funds are for the Slidell Branch expansion, the Lacombe Branch replacement, and the RFID project. She clarified that the expansion is for the Slidell Branch on Robert Blvd., which is Parish Councilman Burke’s district. She explained that if we lose the election, we will have no funding for 2026. This will require us to use the fund balance and the capital money to run the library for the year, and once that money is used, it will be gone. She clarified that the funding is enough to run the library for approximately 15 months, as it must be stretched to last a few months into 2027.

K. LaRocca explained that the library bonded out for the Madisonville Branch at the beginning of the last 15-year millage that just expired and the last payment has been made. She stated that we have only asked for what we need to operate and there is no room to bond out at this time. M. Cooper clarified that we need a sustainable recurring revenue in order to bond out and we will not have sustainable recurring revenue without the millage renewal.

Lisa Rustemeyer – Mandeville, LA. Regarding the cost per visit that was previously mentioned, she asked if the number of visits only include patrons crossing the threshold of the people counters. She asked if it also includes patrons checking out virtual books from home on their device, patrons using Wi-Fi in the parking lots, and outdoor programs. She referenced the 2023 State Library Statistical Report. On a per capita basis, St. Tammany Parish ranked 50th out of 68 library systems in Louisiana where the per capita cost is 40% less than the Louisiana average and 14% less than the national average. If the lower millage is renewed, St. Tammany will rank 56th out of 68 and the per capita cost will be 52% less than the Louisiana average and 32% below the national average.

Jeff Corbin – Slidell, LA. He stated that L. Rustemeyer covered everything he wanted to say about the cost effectiveness of the library on a cost per capita basis. He stated that in terms of visits, 602,000 people equates to roughly 2.2 visits per resident in St. Tammany Parish. He said some do not visit the library, so others are going in far more often than just 2.2 times.

K. LaRocca responded to L. Rustemeyer’s question. The door count does not include any visits other than physical patrons who cross the people counters inside the branch. The other statistics are included in the yearly service statistics spreadsheet.

Discussion:

J. Kesler asked if we have to use the \$250,000 for the ballot, when will it be paid. K. LaRocca stated that the Parish Finance office explained that the Secretary of State sends us a bill and then we pay it. We now know that we are not on the ballot alone, but had to prepare for the worst-case scenario when the budget was created last year. We will be sharing the ballot with the Sales Tax District 3 Rededication and four constitutional amendments. J. Kesler asked if we know the percentage of what we will owe. K. LaRocca did not have that answer, but reminded the Board that they can move whatever funds are left over after paying for the election. M. Cooper confirmed K. LaRocca’s explanation. K. LaRocca reminded the Board that the budget is created more than 6 months in advance of the new year.

Vote: T. Myers moved to approve the financial reports for November 2024, December 2024, and January 2025. It was seconded by P. Georges.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

B. Director’s Report

K. LaRocca reported that the lowest quote for the elevator for the Technical Services building was submitted by Steele-R Development, LLC for \$117,800. Landscaping in front of the Covington Branch

was completed in December. Sections of the Slidell parking lot were repaved in December. SenSource people counter sensors were installed at all branches and staff were trained on the software. FEMA conducted a site inspection at Lacombe to assess damage from Hurricane Francine. Musical Flowers for the Covington Branch were donated by the St. Tammany Library Foundation and the Friends of the Library of West St. Tammany. All quotes for the Mandeville Branch renovation were above the amount budgeted and all quotes submitted were above the threshold for public bids. The package will be reviewed by the architect. The I.T. department assisted with the SenSource sensor installation, replaced training laptops at the Causeway Branch, and they are in the process of upgrading the public PCs at the Slidell Branch to Windows 11.

Staff promoted the library on The Lake and The Highway radio stations. Staff offered outreach services to the following events and organizations: MLK Resource Fair in Covington, Future You Career Exploration Fair at Slidell Jr. High, Carolyn Park Elementary Literacy Night, Cypress Cove Math and Literacy Night, Woodlake Elementary Literacy Night, Madisonville Elementary School Family Math Night, Krewe Du Kids, Bush COAST Center, Pearl River COAST Center, Kiwanis of Folsom, and a Community Breakfast meeting at Giddy Up in Folsom. Staff performed storytime at the following locations: Children's College, Honeycomb Preschool, Helping Hands Preschool, Charlotte's Web Preschool, Kidz Klub House, Appletree Academy, St. Margaret Mary, A-Z Preschool, Chahta-Ima Elementary, and Lacombe Mandeville Headstart.

T. DiMaggio provided outreach for the upcoming millage election at the St. Tammany Library Foundation meeting, St. Tammany Genealogy Society program, Folsom Town Council meeting, and the Pearl River Town Council meeting.

K. LaRocca spoke on the upcoming millage election at the following meetings: Folsom Community Breakfast, Folsom Community Women in Business, Madisonville Town Council, Northshore Democratic Women's Club, Covington Rotary Club, Abita Town Council, NAACP Greater Covington Chapter, Abita Springs Senior Club, Mandeville Rotary Club, DPEC, and Councilman Patrick Burke's Community Meeting at the Slidell Library.

Staff attended the following professional development opportunities: Louisiana State Library Youth Summer Reading Program Training, VIA LINK training (crisis support resources), Southeastern Louisiana University's iHUB Makerspace, Leadership Northshore Education Day, and Leadership Northshore Economic Development Day.

The Mobile Library branch is now open and the Books by Mail service has begun. The library is partnering with COAST and Meals on Wheels to pilot the program for homebound St. Tammany residents. We expect to receive the library's new book hauler vehicle in March.

K. LaRocca reported on increased supervision efforts. Staff has always supervised the shelving areas of the library as they went about their regular duties and we were asked to be more deliberate about this practice. After the Thanksgiving holiday, managers began to schedule staff to be working on the floor of the library in the afternoons between 2 p.m. and 6 p.m. to ensure there was more supervision while children are in the library after school. On February 10th, library supervision was extended to cover all open hours. Managers provided schedules to Administration showing that staff are assigned to the

circulation desk and library floor each hour. Staff duties include shelving, shelf reading, pulling the pick list, straightening, monitoring library entry, greeting visitors, offering help, watching for unattended children, and noting any adults in the children's or teen areas alone.

K. LaRocca reviewed new and renewed contracts. The results of one public records request is at the District Attorney's office for review. We have 109 Statements of Concern (SOC) on 106 titles. Since the last meeting, three new SOCs have been filed. We have six closed SOCs, which were on books that were moved behind the desk due to the graphic novel resolution. The six titles had no sexual conduct but were moved as part of a series. The items without sexual conduct were moved back to the adult shelving.

T. DiMaggio reported on the strategic planning progress. The calming room at the Covington Branch is nearing completion. The calming room is for children or adults on the autism spectrum or who have sensory issues. It's a calming space to visit if they feel overwhelmed, without leaving the library. The room has calming features such as special furniture, soothing lighting, and a noise machine. The Mobile Branch is up and running. COAST has distributed Books by Mail applications to their Meals on Wheels clients. The Maker Space Committee met in December and are reviewing equipment for recommendation. The Art Committee curated a staff art show at the Covington Branch.

K. LaRocca reported on the transition of materials. The preliminary review of the former YA Collection is 100% complete. Staff used widely available online resources to identify titles with the potential of having sexual conduct as defined by law and then confirmed by first hand review before moving. Staff are now conducting manual reviews. Four books were moved to Adult Fiction because of sexual conduct. 63 books were reviewed and determined not to have sexual conduct and will remain in Teen Fiction. All titles are listed in the board meeting packet on the library's website.

K. LaRocca reviewed the service statistics for November 2024, December 2024, end of year 2024, and January 2025. The library's total circulation for 2024 was 1,006,741 and the door count was 602,675. The January 2025 total circulation was 74,707 and the door count was 40,987.

C. Report on the Library's Millage Continuation Efforts (Guest speaker - S. Caruso)

Sam Caruso presented a report on the library's millage continuation efforts. He stated that the library staff is top notch and has been a joy to work with. He stated that the library could not control being placed on a small ballot, but they are doing their best to spread the message. Library Administration has conducted multiple speaking engagements for various community groups, with more scheduled leading up to the election.

S. Caruso displayed the website on monitors visible to the Board and audience and interactively reviewed the millage renewal information. He complimented J. Riecke and her team's work on creating the website. He encouraged everyone to visit the website, as it answers questions that people have with detail and sources that are not debatable. The goal is to tell the facts as they are and to be able to back them up. Enhancements have been made throughout the library system to promote the millage renewal by adding information onto the public computers, downloadable services platforms such as Libby and Hoopla, displaying banners in the branches, and distributing lawn signs. The print materials will be

mailed out strategically to reach frequent voters and library card holders. Those numbers exceed any number needed to win an election on a ballot like this. He emphasized that the Board and library supporters have a duty and obligation to spread the word and to get people out to vote. He asked the Board and audience to share, comment, link, and participate on social media. He acknowledged that there has been a lot of discussion over the last few years about the library and operational issues. He noted that it is appropriate to continue those discussions, but emphasized that will not happen if there is no library to discuss. A video of patron testimonials was shared for the Board and audience to view.

K. LaRocca and T. DiMaggio spoke about several large programs that are being offered the week of Mardi Gras and staff will be informing library users of the upcoming millage election. The Board was provided a schedule of events for the week and were encouraged to attend.

K. LaRocca reviewed the Economic Impact Study conducted by the Achilles Solutions Group in partnership with the Southeast Louisiana Business Center of Southeastern Louisiana University. She noted that the return on investment to the public is \$1.65 for every dollar spent. She noted the estimated value of actual library materials and services that were used in 2024 was \$20,204,481.95. This represents collection materials, meeting room usage, programs attended, computer usage, database usage, and reference assistance. K. LaRocca emphasized that is over \$20,000,000 that people in this Parish were able to spend on groceries, school supplies, and other purposes because they were able to use the library. That is the impact that the library has on this Parish.

A. Shaw thanked K. LaRocca and the staff. She stated that there is so much to be proud of and she is so grateful.

D. Resolution Regarding Statements of Concern (25-001)

A. Shaw noted that it was suggested that we number the resolutions and highlighted that each resolution on the agenda is now assigned a number. The resolutions will be read aloud, as they were updated since they were originally published on the website the previous week. K. LaRocca clarified that one of the resolutions was duplicated and has since been replaced. A. Shaw noted that the resolutions have been reviewed by legal counsel from the Civil Division of the District Attorney's office.

C. Branton read the Resolution Regarding Statements of Concern Policy aloud. C. Branton moved to adopt the resolution.

E. Couvillon clarified that this resolution would add the stated bullet point to Section 407(B)(3)(a), underneath the phrase "Review the material in its entirety." That line is remaining and this is an additional bullet point for when the challenge is based on sexually explicit material available to minors under LA R.S. 25:225. It would allow the committee to use other sources to identify sexually explicit material.

Public Comment:

Devin McGee – Slidell, LA. He stated that after meeting with the Library Director he was left with confidence that K. LaRocca is doing right by the library and the process for challenging materials. He stated that the library has good and necessary system for constituents to air their concerns regarding

certain content. He thanked K. LaRocca for working to ensure the system is in place. He said that transparency and honesty by those reviewing the materials is crucial. He spoke about emotional blackmail, the Civil Rights Act, same sex laws, and a Marxist scholar. A. Shaw asked D. McGee to stay on topic. He mentioned the concern from St. Tammany residents about the intrusion of activists into public institutions.

Sonnet Ireland – She spoke in opposition to the resolution. She stated that it is not clear that the phrase “Review the material in its entirety” will remain in the policy. She is concerned because the resolutions were reviewed by legal counsel but were only published on the website on Friday. She believes the resolution is redundant and unnecessary. She noted that the policy was updated in April 2024 after the law went into effect and already references the law.

James Prentice – He read Proverbs 25:2 aloud and spoke in favor of the resolution. He stated that the Board holds a position of authority and honor and discussed the role of a king in discovering and declaring truths. There was disruption from the audience. He said that the Board is in a place of declaration to judge the books and to exercise dominion over the library system using whatever methods needed to discover the truth about a thing. He stated the Board’s role is to make critical decisions and are here to hold back the unruly, the unseemly, and ungodly. He alleged that the Bible is on the library’s Statement of Concern list.

Joan Simon – Covington, LA. She spoke in opposition to the resolution. She stated that each resolution is filled with concerning new language with restrictions that far exceed state law. Some of the resolutions contain open ended avenues allowing for the segregation and restriction of materials, which violates First Amendment rights. She is concerned that these resolutions will have an unintended result of making the millage renewal more difficult. She questioned the need for outside reviewing services.

Kevin Marino – He spoke in opposition to the resolution. He stated that the revisions are not required by state law and do not improve efficiency. He asked the Board to overturn the February 2023 resolution that removed graphic novels with sexual content from the shelves, despite clear First Amendment violations. He asked what outside services is the resolution referring to, who will select them, and who will fund them. He stated the law requires the Board to vote on the books in an open public meeting.

Rebecca Bohm – She spoke in opposition to the resolution. She asked what outside reviewing sources is the resolution referring to and who will pay for them. She noted that the Board reviews the alleged sexually explicit material in an open public meeting with public comment and asked if the outside sources would be attending the LBOC meetings to answer the public’s questions.

Lisa Rustemeyer – She spoke in opposition to the resolution. She recommended that the resolutions be reviewed and discussed by the Rules and Regulations Committee before coming to the Board and the public. She asked what outside sources will be used, who will decide, and would there still be a committee and LBOC review process. She noted that two new board members have not yet participated in the review process.

Roxanne Newman – Mandeville, LA. She stated that allowing staff to rely on outside reviewing services is concerning and asked what services the resolution is referring to. She asked if it will be professional

journals such as *Library Journal* or Book Looks, a website created by Moms for Liberty which contains inaccurate information and does not review the entire book.

Rebecca Taylor – Slidell, LA. She stated that she is glad that E. Couvillon clarified that the portion of the policy stating that the staff committee will review the work in its entirety and use professional methods remains unchanged by this resolution. She suggested adding the word “unbiased” before the phrase “outside reviewing services.” She trusts the librarians and staff who have a workable process in place. She reminded the Board that everything they do must be unbiased because they reflect the community. She is not in favor of the resolution as written and suggests it be reworked and improved.

Jeff Corbin – Slidell, LA. He suggested the following corrections to the resolution: In the second paragraph, remove the word “by” in front of “prior” and change 2024 to 2023. He emphasized the need to read a book in its entirety. He stated more work is needed and suggested postponing and revising the resolution. He asked that the resolution have a clear explanation of key terms such as “rely on” and “available to minors.” He mentioned that it should be clarified whether “available to minors” refers to availability at checkout or physical access in the library.

Kathleen Wiley – She stated that she hopes that the Board stringently regulates the books in the library for the good of the community. She alleged that many books come into the library because of the American Library Association (ALA), who she stated are known Marxists. She spoke of promiscuous and confusing books and referred to *Fred Gets Dressed* as gender-confusing. She complimented C. Branton on his qualifications and thanked him for volunteering on the Board to help the community.

There were four public comments from individuals who did not wish to speak and they were not in favor of the resolution.

Discussion:

C. Branton spoke about LA R.S. 25:225 and stated that the Board has to follow the law and consider community standards. He cited LA R.S. 25:225, stating: “It is the intent of the legislature to require libraries to adopt and implement policy language to limit the access of minors to sexually explicit materials.” He stated that “access” is much broader than “checkout.” He noted that the statute spells out five categories of sexual conduct. The law says the library has to create a policy in conformity to the statute. He stated that the law specifies that “the policy must include, at a minimum” the legal standards outlined in the statute, though the policy may go beyond those requirements. This would be a policy, not a procedure, as procedures can be changed without notice. He noted that the resolution still states that the ultimate decision resides with the Board and it does not take away the library staff committee that is established. The policy would allow the committee to look at other materials in addition to the methods currently expressed in the policy. He mentioned third party review sites that summarize materials, such as Book Looks and Common Sense Media. In some cases, these sources can identify pages containing material considered sexually explicit. He stated that he wants to ensure that the committee has the ability to utilize other sources during its review process. He highlighted that the last sentence of the resolution reads as follows: “The library board of control shall determine whether the library material meets the definition of sexually explicit material by majority vote in an open meeting.”

E. Couvillon clarified the suggested corrections to the policy include removing the word “by” from the second paragraph and changing 2024 to 2023.

M. Cooper asked if there has been an issue with properly reviewing materials without using outside reviewing services up until this point. K. LaRocca explained that the library has not used a company or an outside reviewing service, but they use reviewing sources such as *Hornbook* and *School Library Journal* to help put together a resume of the book. She noted that Book Looks may pinpoint content in a book, but we must read the book in its entirety to get a bigger picture of the context. T. Myers asked for clarification that this process is already happening, and the resolution just creates a policy for it. K. LaRocca clarified that the staff uses reviewing sources, stated in the current policy as "Reviews in standard evaluation guides," although it does not specify what those sources are. She noted that “sources” is a more accurate term than “services.”

P. Georges asked if the resolution is basically restating what the staff already does. K. LaRocca explained that it says it in a different way and reiterated that this is an extra bullet point. C. Branton stated that this is putting into policy what is already in procedure. He stated that the difference is critical, as policy governs the day-to-day activities of the library system. Procedures are made by the Director and her team and can be changed at any time. Since this has been an issue for so many people on both sides of the coin, it is too important to leave it in the procedure category. He stated that it gives staff the right to be more thorough and protects the staff and Director. There were inaudible comments from the audience.

M. Cooper stated that it was suggested that “outside reviewing sources” may be better language in the policy. C. Branton stated that he is happy to accept an amendment changing the wording from “services” to “sources.” M. Cooper asked if this means that the reviewing would be done in-house, utilizing outside sources, as opposed to engaging services. C. Branton referenced the resolution and explained that it allows the staff to use outside sources and not just the printed material in front of them to conduct their review. He emphasized the importance of including it in policy to avoid changes being made at the whim of someone new who may take over and does not want to do it this way. M. Cooper stated that he would like the staff’s input on this and asked K. LaRocca if these sources would help her and the staff conduct a more comprehensive review.

K. LaRocca reiterated that it is noted in the policy that we use standard evaluation guides, and this is an extra bullet point specifically saying that we can use outside sources. A. Shaw asked if the staff would use review sources instead of reading the entire book. K. LaRocca clarified that the requirement to read the book in its entirety is not being removed from the policy. T. DiMaggio noted that staff often has to go back to the source and the context. Particularly with teen literary fiction, sexual conduct is often implicit and not explicit. She explained that *The Hate U Give* is a good example of that because the sexual conduct was implied. In these cases, the book must be read in order to evaluate it, as it is not always black and white.

E. Couvillon recommended making a motion to amend the resolution with the stated change of the word “services” to “sources,” if that is the will of the Board. She added that the typographical changes are noted and will be corrected. A motion to adopt as amended will then be required, after which staff and E. Couvillon can begin formatting the resolution accordingly.

Vote: C. Branton moved to amend resolution 25-001 by changing the word “services” to “sources.” It was seconded by P. Georges.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

C. Branton moved to adopt the resolution as amended. It was seconded by T. Myers.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

E. Resolution Regarding Sexually Explicit Materials Checked out by Juveniles (25-002)

E. Couvillon recommended that the Board postpone this resolution to a future meeting due to concerns based on pending federal litigation.

C. Branton moved to postpone resolution 25-002 until the next Board meeting to allow for additional legal research and review, with the possibility of delaying it even further if necessary. It was seconded by D. Thanars.

Public Comment:

Devin McGee – He stated he will save his comment for when the resolution is proposed again.

Sonnet Ireland – She questioned the need to postpone, as there is legal information on why the resolution is unnecessary. She stated that she respects C. Branton’s library experience and the fact that he is a lawyer, but questioned how much library experience he has and how long ago he has worked in a library. She stated that proposing resolutions before attending his first LBOC meeting comes across as egotistical. She continued to comment on his past experience working in libraries compared to having more recent library experience.

James Prentice – He expressed his apologies to C. Branton for the negative feedback he is receiving from the public. He stated that he understands the reasoning for the postponement and commended C. Branton’s efforts.

Kevin Marino – He asked if something that is postponed must be taken up again, noting the legal issues that were mentioned. E. Couvillon clarified that the postponement is for one month, so it will presumably be on next month’s agenda, but does not have to be.

Rebecca Bohm – She stated that she is disappointed it was postponed, as she was prepared to speak about the idea of giving a child a flyer stating that a book they are checking out is sexually explicit is considered shaming and has serious negative effects.

Lisa Rustemeyer – She asked for a reason why it was postponed. E. Couvillon stated that legal counsel has not had sufficient time to review it and they have concerns based on federal opinions that have come out and some that are still to come. L. Rustemeyer spoke about the implementation guide that clarifies what “access” means. She is concerned about the shaming of teens with the addition of a flyer and the extra steps that would be taken at checkout. She made additional comments not associated with the topic of postponement.

Roxanne Newman – She stated that she has no objection to the postponement. She stated that the resolution is red flagging, censorship, and a violation of the First Amendment.

Jeff Corbin – He stated that C. Branton is correct in his definitions of policies, procedures, and practices. He noted that every word in a policy is important and supports the postponement. His interpretation of the current resolution requires every book in the library to be examined for sexually explicit content and labeled accordingly and feels there is room for improvement in the policy.

There were five public comments from individuals who did not wish to speak and they were not in favor of the resolution.

Discussion: There was no Board discussion.

Vote: Prior to the public comment period, a motion to postpone resolution 25-002 was made by C. Branton and was seconded by D. Thanars.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

F. Resolution Regarding Privacy (25-003)

E. Couvillon stated this resolution is an expansion of Section 202 of current library policy. She read a portion of the proposed resolution and stated that the phrase “excepting St. Tammany Parish Government” does not correlate to LA R.S. 44:13 (the public records section of the statute). She advised that it needs to be reworked and recommended postponement.

C. Branton moved to postpone resolution 25-003 until the next Board meeting. It was seconded by P. Georges.

Public Comment:

E. Couvillon reminded the audience to limit their public comment to the issue of the postponement.

Sonnet Ireland – She stated that the postponement conflicts with LA R.S. 25:10, the compilation of statistics reported to the State Library. She stated that postponement might improve the resolution, though it seems unnecessary and should just be voted down.

Kevin Marino – He stated that he was really disappointed at the preparation and work that was put into this meeting and the agenda items. He stated that the packet was posted to the library’s website on Friday and he spent the weekend reviewing the resolutions. He asked why the resolutions were rushed and included just to be postponed.

Lisa Rustemeyer – She suggested the proposed resolutions be reviewed and worked on by the Rules and Regulations Committee. She is concerned that the proposed resolution would allow someone to submit an SOC anonymously.

Roxanne Newman – She has no objections to the postponement, but urged the Board to consider the First Amendment when working on the resolution. She stated that she supports patron privacy, but disagrees that the names of individuals who submit SOCs should be private.

Rebecca Taylor – She was in favor of the postponement and refining of the resolution. She suggested a correction to Part A. The name of the library should be stated as “St. Tammany Parish Library” and the word “Public” should be removed from the name.

Rebecca Bohm – She has no objection to the postponement. She stated that this was a poorly prepared meeting and asked if legal counsel reviewed the resolutions ahead of time. E. Couvillon confirmed that legal counsel did review the documents, but did not have much time to do so. R. Bohm stated that the resolutions should have been on next months agenda and suggested they do a better job. There were three public comments from individuals who did not wish to speak and they were not in favor of the resolution.

Discussion: There was no Board discussion.

Vote: A motion to postpone and second was made and recorded prior to the public comment period.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

G. Resolution Regarding Consistent Supervision of Areas Containing Sexually Explicit Materials (25-004)

C. Branton explained that this resolution puts uniformity to the system for items with SOCs that are restricted. He clarified that some items show restricted access in the catalog at some branches, but not others. If a title is deemed restricted, it should be restricted at each branch, pending resolution of a Statement of Concern.

E. Couvillon offered clarification regarding the following statement in the proposed resolution: “NOW THEREFORE BE IT RESOLVED by the St. Tammany Parish Library Board of Control that all items restricted pending resolution of a Statement of Concern are to be restricted throughout the entire library system effective immediately.” E. Couvillon clarified that the LBOC previously had a policy to restrict items with a pending Statement of Concern behind the circulation desk, but that resolution was rescinded in

October 2023. Therefore, no existing policy restricts materials pending a Statement of Concern behind the circulation desk, but the proposed resolution establishes this type of policy. E. Couvillon explained that she wants to ensure that what C. Branton is proposing is understood by all and clarified that the title of the resolution should be “Resolution regarding restriction of materials pending a Statement of Concern.”

C. Branton noted that at the April 22, 2024, LBOC meeting K. LaRocca stated that policy requires moving books with sexual conduct as defined by LA R.S. 25:225. He interpreted that statement as “during the review process and before a final decision is made.” He is suggesting that the restriction location in each branch is uniform throughout the Parish. E. Couvillon clarified that the only items that are currently restricted are graphic novels that contain sexually explicit material and they are located behind the circulation desk. K. LaRocca confirmed that as correct. She explained that both the Slidell and Covington branches have a reference cart of all titles that have been challenged and they cannot be checked out. The call number for those items begin with “SOC” and the availability is noted as “In-library use only” in the catalog. She explained that the reference carts were created so that anyone could review the challenged materials at any time. C. Branton stated that he understands that, but does not see it in a policy that is consistent throughout the system. It is more of a procedure, which can be changed at any time. E. Couvillon clarified that it is a policy that was adopted by the LBOC by resolution.

A. Shaw expressed concern about the statement that “some materials are restricted in some branches but not others,” as she does not believe that is factual. C. Branton disagreed and stated that he has been in the libraries and has actually seen them.

C. Branton moved to postpone resolution 25-004 until the next Board meeting. It was seconded by T. Myers.

Public Comment:

Devin McGee – He stated that he will make his comments next month.

Sonnet Ireland – She expressed opposition to the postponement and stated that the Board should do whatever is necessary to vote it down. She suggested that the Board read the implementation guide that was provided to the State Library by the then Attorney General Jeff Landry.

David Ziegler – Pearl River, LA. He welcomed the new board members and stated that the majority of the parish believes in what they are doing. He stated that the citizens voted in a new Parish Council because of this issue. He stated that the Board is an answer to prayer and represents the majority of this Parish with conservative views. He said they are qualified, capable, and deserve recognition. He stated that St. Tammany Parish is getting ready to be lit up amongst the State of Louisiana.

Kevin Marino – He was concerned about the previous speaker’s comment about getting “lit up” soon and wondered what that means. He noted that C. Branton was appointed 18 days ago and questioned the appropriateness of bringing up this many resolutions so quickly, as they do not solve the right problems. He remained vocal in his opposition to the resolutions.

Lisa Rustemeyer – She is in favor of the postponement and stated that she has concerns about the resolution. She provided the Board with copies of the letter from the Tulane University Law Clinic and spoke about the resolution of October 2023 that reversed the restriction of challenged books that were pending a Statement of Concern decision.

Kathleen Wiley – She thanked the Board for postponing the resolution to refine the wording. She spoke about the Supreme Court case *United States v. American Library Association* which resulted in the requirement of filters for internet access for children. She stated that libraries would lose federal funding if they did not comply. A. Shaw reminded the speaker to stay on topic of the postponement. K. Wiley accused A. Shaw of allowing other speakers to stray off-topic and attack C. Branton.

Roxanne Newman – She noted that the library does not get federal funding and is funded by the millage tax. She stated that she does not object to the postponement, but feels that the resolution allows unconstitutional restrictions.

Rebecca Bohm – She is in favor of the postponement and suggested postponing the remaining two resolutions. She stated that the meeting has deteriorated to an unprofessional level. She expressed a general sense of disappointment regarding the ongoing issues the library has been facing for nearly three years.

Jeff Corbin – He noted the same typos from resolution 25-001 need to be corrected on resolutions 25-004 and 25-005. He suggested stating that the resolution is a policy so that it clarifies that it is not a procedure or practice.

There were five public comments from individuals who did not wish to speak and they were not in favor of the resolution.

Discussion: There was no Board discussion.

Vote: Prior to the public comment period, a motion to postpone resolution 25-004 was made by C. Branton and was seconded by T. Myers.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

H. Resolution Regarding Supervision of Areas Containing Sexually Explicit Materials (25-005)

C. Branton explained that this is a policy that addresses several concerns that he and other members of the community have expressed. He noted that some material has been moved into the adult section. He stated that between the hours of 3:00 p.m. to 7:00 p.m. there are a lot of people in the library and many are children. This codifies the existing procedure in which K. LaRocca has instructed staff to monitor the adult section. He emphasized that this is to ensure there is a policy that spells out that the Director has a procedure in place every day to protect children from accessing sexually explicit materials that have been moved to the adult section.

C. Branton moved to adopt resolution 25-005.

Public Comment:

Devin McGee – He stated that he did not think this would come down to being supervised and watched over while perusing the shelves, demanding our papers like a restaurant hostess during the COVID-19 lockdown. He suggested the items be held behind some kind of barrier in a restricted section instead. He stated that the idea of wasting resources to stock such a section is asinine.

Sonnet Ireland – She stated that the resolution does not conform with what Jeff Landry said in the implementation guide. She noted that there were over 1,000,000 checkouts last year and this resolution directs staff to patrol children. She stated that this could lead to a lawsuit. She continued to speak in opposition to the resolution.

Kevin Marino – He stated that the resolution is unnecessary and an overreach into parental rights and First Amendment freedoms. He questioned what “supervision” will entail. He stated that the current card system allows parents to decide their child’s access level. He continued to speak in opposition to the resolution.

Lisa Rustemeyer – She stated that there is no need for this policy because there is no evidence of an actual problem. She stated that we are catering to adults who are uncomfortable or who are political operatives who do not like information in public institutions. She stated that C. Branton’s motives are suspect to her because someone said that C. Branton was called in to be a DOGE for the library. She continued to speak in opposition to the resolution.

Ruth Terry Sipos – Abita Springs, LA. She spoke in opposition to the resolution and stated that this is a solution in search of a problem. She stated that there are already staff out in the stacks observing the library during peak hours and noted that she has witnessed this herself. She stated that we must protect and respect parental rights and this resolution oversteps the decisions parents have made about their children’s access to materials.

Roxanne Newman – She spoke in opposition to the resolution. She stated that LA R.S. 25:225 addresses a minor’s ability to check out sexually explicit material and does not prohibit minors from accessing materials within the library. She noted that children under age 10 must be accompanied by an adult.

Rebecca Bohm – She stated that libraries are not babysitters and if a parent is concerned about a book that a child might look at in a library, they should be a good parent and go to the library with their child. She noted that the staff already surveys the library throughout the day. She continued to speak in opposition to the resolution.

Jean Wiggan – She spoke in opposition to the resolution. She stated that she spends a lot of time in the library, and the children she sees in the adult section are playing hide and seek. Their parents usually catch them before a staff member does. She agreed that the resolution is a solution to a problem that does not exist. She voiced concern regarding juvenile non-fiction books about the human body being moved to the adult section on high shelves.

There were four public comments from individuals who did not wish to speak and they were not in favor of the resolution.

Discussion:

C. Branton referred back to LA R.S. 25:225. He stated that the legislature made it very clear that the library is required to adopt and implement policy language to limit the access to sexually explicit materials. He stated there is a procedure for supervision, but the law says we are required to create a policy.

T. Myers asked K. LaRocca if this is just adopting a policy based on something that is already happening. K. LaRocca clarified that we do supervise the area, but we do not check IDs or scan library cards in the stacks. E. Couvillon clarified that the then Attorney General Jeff Landry did say that “access” means checking out materials, not the physical shelving in the library. She also clarified that STPL did move items with sexual content to the adult section, but it was not a requirement of the law.

T. Myers asked if this has been a burden on the staff. K. LaRocca explained that there is someone assigned to the floor at all times and that does mean that other work is not getting done at that time. However, it is a priority to have staff out in the stacks to help people. The staff is there to serve the public and we want to greet people, ask if they need help, and to be aware of what is going on in the library. K. LaRocca reiterated that we do not have a way to check library cards in the stacks. T. Myers stated that engaging with the public is a positive aspect and she would like to second C. Branton’s motion to adopt the resolution.

M. Cooper commented that considering five or six policy-changing resolutions all at once is a lot to grasp. He stated that they have not had a chance to discuss the implications of all of these policies. He is not disagreeing that the law may require adopting policies, but suggested not trying to adopt them *carte blanche* without reasonable discussion. He stated that the Parish Council reviews and discusses resolutions in advance. They do not decide on the outcome, but they discuss what policies may be changing and they consider whether the changes will support the staff or will dictate that staff do things that are not necessary. He pointed out a phrase in the resolution that says, “The Library Board of Control immediately directs the Library Director and staff,” and emphasized that they are making big changes without discussing the implications to the library system. He acknowledged the need for public discussion, but reiterated that the implications should be considered prior to presenting six resolutions for adoption. M. Cooper clarified that he does not want to discourage any board members from presenting any future resolutions, but there should be a policy that establishes processes or procedures for adding items to the agenda. He acknowledged that the next resolution, 25-006, appears to address this issue and he agrees that it is a great idea.

Vote: A motion to adopt resolution 25-005 was made by C. Branton prior to the public comment period and a second was made by T. Myers during discussion.

Roll call vote: Branton: Yes Cooper: No Georges: No Kesler: Yes Myers: Yes Thanars: No Shaw: No

Motion failed.

I. Resolution Regarding Agendas (25-006)

C. Branton noted that this was the first resolution he meant to introduce, but it got moved to the last. He explained that the resolution simply codifies what has been done in the past. He stated that it is appropriate to have a written policy stating how an agenda is created. C. Branton read the resolution aloud. C. Branton moved to adopt resolution 25-006.

Public Comment:

Sonnet Ireland – She agreed that this is the only resolution that makes sense. She stated that a lot of this information is already codified in state law. She asked how the Board would address an issue requiring a vote that comes up after the 10-day deadline before a scheduled board meeting. She recommended referencing the state law just in case there are future changes to the law.

Kevin Marino – He spoke about transparency and respect for the public's time, stating that there was not adequate time for the public to review the policy changes and the packet had errors. He suggested that the agenda and board packet should be published at least 5 days before the meeting. He raised concern that C. Branton has a political agenda and quoted statements from C. Branton's Facebook page.

Rebecca Bohm – She stated that a good agenda would make for a good meeting. She suggested revising the resolution to add a time frame for when the agenda will be posted, especially when there are SOCs on the agenda. She said she still supports the idea of Mike Cooper as Vice-President.

Roxanne Newman – She raised concerns about Part D of the resolution and explained that the public has a right to know the agenda items in advance. She stated that adding an agenda item at the last minute does not give the public enough time to prepare and have an opportunity to be heard. She urged the Board to vote against the resolution.

Lisa Rustemeyer – She stated that she understands the need for this policy. She appreciates the titles of the challenged books being posted early so that she has a chance to read them and suggested that addition to the policy. Regarding Part C of the resolution, she questioned whether or not 10 days prior is enough of a deadline for items to be placed on the agenda. Regarding Part D of the resolution, she understands that the Parish Council may need to add an item to their agenda at the last minute due to an emergency or deadline, but cannot think of an example of why the library would need to do so.

Kayla Pagel – Mandeville, LA. She stated that she does not think that 10 days is sufficient time for the Board to work through proposed resolutions. She acknowledged that the board members are busy people and are not going to be able to get everything done with such a tight deadline. She is not in favor of last-minute additions to the agenda. She thanked the Board for their service.

Discussion:

E. Couvillon clarified that Part D is just a codification of the open meetings law, LA R.S. 42:19(A)(1)(b)(ii)(cc). She read the statute aloud to clarify what is required by law and stated that the Board cannot change it. She explained that it is not meant to allow last minute additions to prevent the public from being involved. It is meant to address emergency situations such as emergency contracts due to hurricane damage, for example.

M. Cooper asked if Part C had been in effect prior to this meeting, would the five preceding resolutions have been allowed on the agenda. E. Couvillon confirmed that the resolutions were received on February 10th. M. Cooper noted that the requirement would have been met. He suggested the inclusion of the numbering system for resolutions to be added to the policy. He also suggested adding the name of the Board member who sponsored the resolution or agenda item, eliminating the question of who submitted the resolution or item for discussion.

E. Couvillon suggested adding a line to the end of Part C that says, "The items shall be properly numbered on the agenda and shall include the board member submitting the agenda item." C. Branton stated that he has no objection to that suggestion.

Vote: C. Branton moved to amend resolution 25-006 with the stated changes. It was seconded by P. Georges.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

C. Branton moved to adopt resolution 25-006 as amended. It was seconded by D. Thanars.

Roll call vote: Branton: Yes Cooper: Yes Georges: Yes Kesler: Yes Myers: Yes Thanars: Yes Shaw: Yes

Motion carried.

E. Couvillon noted that she spoke to the Council Administrator about setting up the LBOC to use the electronic voting system instead of giving a voice vote each time. They will work on setting that up prior to the next meeting.

4. Adjournment

There being no further business, a motion to adjourn was made by M. Cooper and was seconded by T. Myers. All were in favor, none were opposed, and none were absent. Motion carried.

Pam Georges, Secretary/Treasurer

St. Tammany Parish Library - General Fund
Balance Sheet
February 28, 2025

2

ASSETS

Current Assets

Cash	\$ 16,453,266.73
Cash - Health Claims	(37,682.49)
Due from Paylocity	726.78
Returned Checks	0.00
Ad Valorem Receivable - 2024	344,330.78
Ad Valorem Receivable - 2025	0.00
Ad Valorem Receivable - 2023	0.00
Due from State of Louisiana	203,128.34
Prepaid Expenses	46,060.93

Total Current Assets **17,009,831.07**

Other Assets

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

Total Assets **\$ 17,011,812.07**

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts Payable	\$ (100.00)
Accrued Salaries	186,574.09
Deferred Inflows - Ad Valorem	357,579.00
Elective Benefits Payable	6,656.26
Retirement Payable	145,723.29
Health Claims Payable	196,493.55

Total Current Liabilities **892,926.19**

Fund Balance

Fund Balance	16,118,885.88
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Total Fund Balance **16,118,885.88**

Total Liabilities & Fund Balance **\$ 17,011,812.07**

St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the Two Months Ending February 28, 2025

3

	<u>Current</u> <u>Period</u> <u>Actual</u>	<u>Year to</u> <u>Date Actual</u>	<u>Yearly</u> <u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD Act</u> <u>to YTD</u> <u>Budget</u>
Revenues					
Ad Valorem Taxes	\$ 0.00	\$ 0.00	12,500,000.00	12,500,000.00	0.00
State Revenue Sharing	22,025.17	44,050.34	264,302.00	220,251.66	16.67
Fines/Fees	7,721.35	16,758.46	99,500.00	82,741.54	16.84
Interest Income	12,825.37	21,271.81	179,000.00	157,728.19	11.88
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	0.00	31,571.75	30,000.00	(1,571.75)	105.24
Miscellaneous Income	7,389.81	7,389.81	0.00	(7,389.81)	0.00
Summer Reading Shirt Sales	0.00	0.00	2,120.00	2,120.00	0.00
Total Revenues	49,961.70	121,042.17	13,074,922.00	12,953,879.83	0.93
Expenditures					
Library Administration	437,969.68	862,317.93	6,090,000.00	5,227,682.07	14.16
Employee Benefits	133,364.70	264,037.61	2,331,480.00	2,067,442.39	11.32
Advertising,Dues & Subscriptio	2,190.00	2,749.15	57,000.00	54,250.85	4.82
Signage	3,520.35	3,520.35	4,000.00	479.65	88.01
Printing, Duplicating & Bindin	769.00	1,509.00	29,500.00	27,991.00	5.12
Promotional Production	2,876.63	2,876.63	20,000.00	17,123.37	14.38
Utilities	23,080.45	50,338.64	335,470.00	285,131.36	15.01
Communications	8,716.52	14,261.18	97,300.00	83,038.82	14.66
Leases	26,714.65	53,770.17	341,750.00	287,979.83	15.73
Maintenance of Property & Equi	35,119.20	128,067.38	695,750.00	567,682.62	18.41
Maintenance Services (Building	20,563.99	30,807.52	281,605.00	250,797.48	10.94
Professional Services	108,074.69	118,477.00	487,925.00	369,448.00	24.28
Insurance and Claims	23,052.50	44,162.50	302,063.00	257,900.50	14.62
Operating Supplies	18,080.78	34,531.02	209,500.00	174,968.98	16.48
Travel & Continuing Education	2,816.27	2,919.87	69,000.00	66,080.13	4.23
Public Relations/Programming	3,823.40	10,392.88	136,500.00	126,107.12	7.61
Capital Outlay-Non-Book Acq.	22,018.77	133,602.63	331,000.00	197,397.37	40.36
Capital Outlay-library Res. Ac	228,488.87	351,989.46	1,437,500.00	1,085,510.54	24.49
Outreach	0.00	0.00	65,000.00	65,000.00	0.00
Total Expenditures	1,101,240.45	2,110,330.92	13,322,343.00	11,212,012.08	15.84
Excess of Revenues/(Expenditur	\$ (1,051,278.75)	\$ (1,989,288.75)	(247,421.00)	1,741,867.75	804.01

St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Two Months Ending February 28, 2025

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Beginning Fund Balance	\$	18,108,174.63
Net Income		(1,989,288.75)
		<hr/>
Ending Fund Balance	\$	<u>16,118,885.88</u>

SUPPLEMENTAL INFORMATION

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Two Months Ending February 28, 2025

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	<u>Current Period Actual</u>	<u>Year to Date Actual</u>	<u>Yearly Total Budget</u>	<u>Variance</u>	<u>YTD Actual to YTD Budget</u>
Library Administration					
Library Salaries	\$ 437,969.68	\$ 862,317.93	\$ 6,090,000.00	5,227,682.07	14.16
Total	\$ 437,969.68	\$ 862,317.93	\$ 6,090,000.00	5,227,682.07	14.16
Employee Benefits					
FICA/ Supplemental Retirement	\$ 9,841.17	\$ 19,414.32	\$ 134,000.00	114,585.68	14.49
Retirement Contributions	39,928.90	85,631.27	577,480.00	491,848.73	14.83
Health Insurance Expense	23,539.52	48,244.41	390,000.00	341,755.59	12.37
Health Trust	58,025.25	106,828.69	1,197,000.00	1,090,171.31	8.92
Worker's Compensation Expense	1,889.06	3,778.12	32,000.00	28,221.88	11.81
Employee Miscellaneous	140.80	140.80	1,000.00	859.20	14.08
Total	\$ 133,364.70	\$ 264,037.61	\$ 2,331,480.00	2,067,442.39	11.32
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ 0.00	\$ 0.00	\$ 13,500.00	13,500.00	0.00
Membership Dues	0.00	0.00	7,500.00	7,500.00	0.00
Advertising	2,190.00	2,749.15	36,000.00	33,250.85	7.64
Total	\$ 2,190.00	\$ 2,749.15	\$ 57,000.00	54,250.85	4.82
Signage					
Signage	\$ 3,520.35	\$ 3,520.35	\$ 4,000.00	479.65	88.01
Total	\$ 3,520.35	\$ 3,520.35	\$ 4,000.00	479.65	88.01
Printing, Duplicating & Binding					
Printing	\$ 769.00	\$ 1,509.00	\$ 19,500.00	17,991.00	7.74
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	\$ 769.00	\$ 1,509.00	\$ 29,500.00	27,991.00	5.12
Promotional Production					
Promotional Production	\$ 2,876.63	\$ 2,876.63	\$ 20,000.00	17,123.37	14.38
Total	\$ 2,876.63	\$ 2,876.63	\$ 20,000.00	17,123.37	14.38

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Two Months Ending February 28, 2025

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	<u>Current</u> <u>Period</u> <u>Actual</u>	<u>Year to</u> <u>Date Actual</u>	<u>Yearly</u> <u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual</u> <u>to YTD</u> <u>Budget</u>
Utilities					
Electricity	\$ 18,241.51	\$ 41,922.46	\$ 287,220.00	245,297.54	14.60
Gas	689.85	1,195.30	3,250.00	2,054.70	36.78
Water	4,149.09	7,220.88	45,000.00	37,779.12	16.05
Total	\$ 23,080.45	\$ 50,338.64	\$ 335,470.00	285,131.36	15.01
Communications					
Postage	\$ 0.00	\$ 258.00	\$ 21,000.00	20,742.00	1.23
Voice Line	6,143.32	8,856.78	44,000.00	35,143.22	20.13
Data Lines (Internet)	2,573.20	5,146.40	31,300.00	26,153.60	16.44
Courier/Shipping	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 8,716.52	\$ 14,261.18	\$ 97,300.00	83,038.82	14.66
Leases					
Building Lease Expense	\$ 26,445.52	\$ 52,901.04	\$ 333,000.00	280,098.96	15.89
Equipment Lease Expense	269.13	869.13	6,000.00	5,130.87	14.49
Vehicle Lease Expense	0.00	0.00	2,750.00	2,750.00	0.00
Total	\$ 26,714.65	\$ 53,770.17	\$ 341,750.00	287,979.83	15.73
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 18,258.80	\$ 35,519.20	\$ 215,000.00	179,480.80	16.52
Grounds/Lawn Maintenance	7,063.00	13,886.00	85,000.00	71,114.00	16.34
Maintenance Supplies	514.07	989.13	10,000.00	9,010.87	9.89
Fuel & Lube	1,682.33	3,405.70	35,000.00	31,594.30	9.73
Vehicle Repairs	3,650.07	3,748.53	10,000.00	6,251.47	37.49
Small Tools	38.25	38.25	3,000.00	2,961.75	1.28
Office Machine & Equip Repair	0.00	0.00	1,000.00	1,000.00	0.00
Network Utility Software	3,912.68	15,481.51	228,250.00	212,768.49	6.78
Solinet (OCLC) Cost	0.00	0.00	32,000.00	32,000.00	0.00
Polaris Maintenance	0.00	54,999.06	55,000.00	0.94	100.00
PC Network Maintenance & Repai	0.00	0.00	11,500.00	11,500.00	0.00
Hurricane Disaster Costs	0.00	0.00	10,000.00	10,000.00	0.00
Total	\$ 35,119.20	\$ 128,067.38	\$ 695,750.00	567,682.62	18.41
Maintenance of Services (Buildings)					
Physical Plant	\$ 15,930.54	\$ 22,344.12	\$ 160,000.00	137,655.88	13.97
Plumbing, Heating and AC	2,784.69	4,824.66	66,500.00	61,675.34	7.26
Electrical	943.41	1,552.15	13,000.00	11,447.85	11.94
Sanitation	215.35	706.59	12,000.00	11,293.41	5.89

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Two Months Ending February 28, 2025

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	<u>Current Period Actual</u>	<u>Year to Date Actual</u>	<u>Yearly Total Budget</u>	<u>Variance</u>	<u>YTD Actual to YTD Budget</u>
Pest Control	690.00	1,380.00	7,550.00	6,170.00	18.28
Termite Contract	0.00	0.00	4,555.00	4,555.00	0.00
Carpet Cleaning	0.00	0.00	18,000.00	18,000.00	0.00
Total	\$ 20,563.99	\$ 30,807.52	\$ 281,605.00	250,797.48	10.94
Professional Services					
Payroll Service Fees	\$ 4,568.99	\$ 7,580.59	\$ 38,600.00	31,019.41	19.64
Financial	0.00	756.25	51,000.00	50,243.75	1.48
Consultants	18,474.00	25,074.50	40,000.00	14,925.50	62.69
Security	1,173.36	1,207.32	14,000.00	12,792.68	8.62
Web Design Consultant	83,858.34	83,858.34	94,325.00	10,466.66	88.90
Proposals (Ballot)	0.00	0.00	250,000.00	250,000.00	0.00
Total	\$ 108,074.69	\$ 118,477.00	\$ 487,925.00	369,448.00	24.28
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 4,574.00	\$ 200,000.00	195,426.00	2.29
Flood Insurance	0.00	0.00	29,600.00	29,600.00	0.00
Vehicle Insurance	20,238.50	20,238.50	42,107.00	21,868.50	48.06
LBOC Liability	(4,574.00)	0.00	4,676.00	4,676.00	0.00
General Liability	7,388.00	19,350.00	25,680.00	6,330.00	75.35
Total	\$ 23,052.50	\$ 44,162.50	\$ 302,063.00	257,900.50	14.62
Operating Supplies					
Office Supplies	\$ 1,953.48	\$ 4,935.12	\$ 33,000.00	28,064.88	14.95
Bank Service Charges	1,337.18	2,312.73	16,500.00	14,187.27	14.02
Book Preparation Supplies	4,262.60	7,391.94	49,000.00	41,608.06	15.09
Computer/Printer Supplies	9,930.58	18,298.14	100,000.00	81,701.86	18.30
Programming Supplies	596.94	1,593.09	11,000.00	9,406.91	14.48
Total	\$ 18,080.78	\$ 34,531.02	\$ 209,500.00	174,968.98	16.48
Travel and Continuing Education					
Staff Travel - Local	\$ 816.27	\$ 919.87	\$ 22,000.00	21,080.13	4.18
Library In-service Training	0.00	0.00	12,000.00	12,000.00	0.00
Conventions & Seminars	2,000.00	2,000.00	35,000.00	33,000.00	5.71
Total	\$ 2,816.27	\$ 2,919.87	\$ 69,000.00	66,080.13	4.23

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St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Two Months Ending February 28, 2025

	<u>Current</u> <u>Period</u> <u>Actual</u>	<u>Year to</u> <u>Date Actual</u>	<u>Yearly</u> <u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual</u> <u>to YTD</u> <u>Budget</u>
Public Relations/Programming					
Summer Reading Program	\$ 0.00	\$ 0.00	\$ 50,000.00	50,000.00	0.00
Summer Reading T-shirts	0.00	0.00	8,000.00	8,000.00	0.00
Adult Programming	1,024.60	6,423.77	39,000.00	32,576.23	16.47
Young Adult Programming	506.76	553.03	17,000.00	16,446.97	3.25
Juvenile Programming	2,292.04	3,416.08	22,500.00	19,083.92	15.18
Total	\$ 3,823.40	\$ 10,392.88	\$ 136,500.00	126,107.12	7.61
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 5,845.00	\$ 5,845.00	\$ 46,000.00	40,155.00	12.71
Imp Phys Plant	13,710.00	13,710.00	90,000.00	76,290.00	15.23
Office Equip, Furn & Shelving	393.78	4,470.15	30,000.00	25,529.85	14.90
PC Network	1,991.01	109,498.50	133,000.00	23,501.50	82.33
Integrated Lib Automation Sys	0.00	0.00	9,000.00	9,000.00	0.00
Cameras	0.00	0.00	3,000.00	3,000.00	0.00
Audio/Visual Equipment	78.98	78.98	20,000.00	19,921.02	0.39
Total	\$ 22,018.77	\$ 133,602.63	\$ 331,000.00	197,397.37	40.36
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 14,494.74	\$ 24,428.69	\$ 205,000.00	180,571.31	11.92
Lease/Purchase Books	10,966.20	10,966.20	11,400.00	433.80	96.19
Juvenile Books	7,420.71	7,481.54	105,000.00	97,518.46	7.13
Young Adults	301.56	301.56	15,000.00	14,698.44	2.01
Music Recordings	423.37	423.37	2,500.00	2,076.63	16.93
Adult Reference	13,884.48	18,372.48	111,000.00	92,627.52	16.55
Juvenile Reference	(1,197.15)	4,093.50	45,000.00	40,906.50	9.10
Periodicals	10,398.59	10,577.59	50,000.00	39,422.41	21.16
Audio Recordings	117.97	117.97	10,100.00	9,982.03	1.17
Video Recordings	2,165.82	2,620.34	60,000.00	57,379.66	4.37
Genealogy	397.95	397.95	7,000.00	6,602.05	5.69
Microfilm	0.00	2,493.00	2,500.00	7.00	99.72
Downloadable Media	47,221.48	47,221.48	415,000.00	367,778.52	11.38
CD/Software	8,698.50	24,192.03	65,000.00	40,807.97	37.22
Internet Database Subscription	113,194.65	198,301.76	333,000.00	134,698.24	59.55
Total	\$ 228,488.87	\$ 351,989.46	\$ 1,437,500.00	1,085,510.54	24.49
Capital Expenditures					
Outreach Vehicle	\$ 0.00	\$ 0.00	\$ 65,000.00	65,000.00	0.00

Director's Report

March 24, 2025

FACILITIES

Maintenance oversaw the underground electric repair for parking lot lights at Slidell.

Security camera systems at various branches had their network video recorder hard drives and cameras repaired.

A new sewer was installed at the Abita Springs Branch and parking lot striping was repainted at the Covington and Slidell branches.

IT

All computers at the small branches have been upgraded to Windows 11. The computers at the Pearl River Branch were also replaced per the Library's 5-year cycle.

MARKETING AND OUTREACH

Jenny Mayer, Children's Services Coordinator, and Jackie Riecke, Public Relations and Community Coordinator promoted Library Con and the Library's Millage Election on the Lake 94.7 and the Highway 104.7 radio stations on March 7.

On March 18, Kelly LaRocca, Director, and Jenny Mayer promoted the Library events and the Library Millage on the Lake 94.7 radio station's afternoon drive segment.

Eva Saldino, PR Assistant, Iggy Foto, Adult Services Assistant, and Jackie Riecke provided outreach at Mardi Paws on March 9.

Tracey Angerdina, Causeway Children's Librarian provided storytime at Fontainebleau Children's Academy on March 10 and Tiny Tumblers on March 17.

On March 21, Tracey Angerdina and Barbara Vidacovich, Mandeville Children's Librarian, provided outreach at Pontchartrain Elementary's Cultural Arts Day.

Jessica Aucoin, Causeway Branch Manager, Erin Kennedy, Madisonville Library Associate, Brent Geiger, Assistant Director of Public Services, and Kelly LaRocca provided outreach at the Krewe du Pooch on March 16.

Erika Dawson, South Slidell Children's Librarian, provided storytime at Kidz Klub House, Children's College, Charlotte's Web Preschool, Honeycomb Preschool, and Helping Hands Preschool throughout February and March. She also provided outreach at Bayou Woods Elementary's STEM Night on March 13.

Maria Condatore, Children's Services Assistant, provided outreach at Brock Elementary on March 14.

Tanya DiMaggio, Assistant Director of Support Services, and Library Associates Jodi Firman, Allison Read and Christian Mouser hosted a pop-up library at the Slidell Rotary Club's Magic of Reading event on March 8.

Jess Troske, Covington Children's Librarian, provided outreach at the Parenting Center on March 14 and Covington Montessori on March 28.

Jane Johnson, Slidell Reference Librarian, provided outreach at the Pearl River COAST center on March 24.

Sarah Aucoin, Slidell Reference Librarian, provided outreach to the Slidell COAST center on March 6.

Nichola Kleyle, Mobile Library Branch Manager, provided outreach about the Mobile Library and Books-By-Mail to Fitzgerald Methodist Church on March 24 and St. Benedict's on March 26. She also provided outreach to the Lacombe, Slidell, Covington and Peral River COAST centers in March.

MILLAGE SPEAKING ENGAGEMENTS

Organization	Date	Spoke/Attended
Friends of the Slidell Library	Tuesday, February 4	Kelly LaRocca
Folsom Community Breakfast	Friday, February 7	Amy Strain
West St. Tammany Friends of the Library board meeting	Tuesday, February 11	Tanya DiMaggio
Library Foundation	Tuesday, February 11	Tanya DiMaggio
Folsom Community Women in Business	Wednesday, February 12	Kelly LaRocca and Jill Kesler
Madisonville Town Council	Wednesday, Feb 12	Kelly LaRocca
Folsom Town Council Meeting	Wednesday, Feb 12	Tanya DiMaggio
Northshore Democratic Women's Club	Sun. February 16	Kelly LaRocca
Ladies of the Club Book Club	Monday, February 17	Hilari Melerine
Rotary Club Covington	Tuesday, February 18	Kelly LaRocca
Abita Town Council	Tuesday, February 18	Kelly LaRocca

NAACP Greater Covington	Tuesday, February 18	Kelly LaRocca
Pearl River Town Council	Tuesday, February 18	Tanya DiMaggio
Abita Springs Senior Club	Wednesday, Feb 19	Kelly LaRocca and Chuck Branton
District 8 Community Meeting	Wednesday, February 19	Kelly LaRocca and Chuck Branton
Rotary Club Mandeville	Thursday, February 20	Kelly LaRocca
DPEC Meeting	Thursday, February 20	Tanya DiMaggio
RPEC Meeting	Tuesday, February 25	Chuck Branton
Slidell City Council	Tuesday, February 25	Tanya DiMaggio
Leadership Northshore	Wednesday, February 26	Kelly LaRocca
East St. Tammany Business Alliance	Thursday, February 27	Kelly LaRocca and Chuck Branton
East St. Tammany Republican Women	Thursday, February 27	Kelly LaRocca
Tandem Coffee Shop Book Club	Thursday, February 27	Tanya DiMaggio
Reveille	Friday, February 28	Kelly LaRocca and Chuck Branton
Ministerial Alliance of Greater St. Tammany	Saturday, March 1	Kelly LaRocca
Friends of the Slidell Library	Wednesday, March 5	Hilari Melerine
Lakeshore Villages CDD Annual Owners Meeting	Wednesday, March 5	Kelly LaRocca
Lacombe VFW Davis-Moran Memorial Post 8290	Wednesday, March 5	Tanya DiMaggio
Slidell Bar Association	Friday, March	Chuck Branton
Rotary Club Slidell Lunch Meeting	Friday, March 7	Kelly LaRocca
Progressive Northshore Democrats	Sun. March 9	Kelly LaRocca and Tanya DiMaggio

District 7 Community Meeting	Monday, March 10	Kelly LaRocca
Commission on Families	Tuesday, March 11	Kelly LaRocca
Slidell Ministers Association	Tuesday, March 11	Chuck Branton
Junior Auxiliary Slidell	Tuesday, March 11	Jennifer Rifino
Covington City Council	Tuesday, March 11	Tanya DiMaggio
Kiwanis Club of North West St. Tammany	Tuesday, March 11	Jackie Riecke
District 14 Community Meeting	Tuesday, March 11	Kelly LaRocca
Library Foundation	Tuesday, March 11	Brent Geiger and Ann Shaw
Military Road Alliance	Wednesday, March 12	Kelly LaRocca and Chuck Branton
Mandeville City Council Meeting	Thursday, March 13	Kelly LaRocca
Northshore Democratic Women Club	Sunday, March 16	Tanya DiMaggio
Louisiana Republican Assembly	Monday, March 17	Chuck Branton
The Lake (radio appearance)	Tuesday, March 18	Kelly LaRocca
Camelia City Sales Force	Tuesday, March 18	Chuck Branton
District 14 Community Meeting	Friday, March 21	Kelly LaRocca
Councilman Burke's HOA Meeting	Saturday, March 22	Kelly LaRocca
Bayou Lacombe Republican Women	Tuesday, March 25	Kelly LaRocca
Meadow Lake Spring HOA	Tuesday, March 25	Tanya DiMaggio and Chuck Branton
Councilman Laughlin's Community Meeting	Wednesday, March 26	Kelly LaRocca
Revielle	Friday, March 28	Kelly LaRocca
Tandem Coffee and Oxlot Books Book Fair	Friday, March 28	Kelly LaRocca and Tanya DiMaggio

PROFESSIONAL DEVELOPMENT

Sara Rebstock attended the webinar, "Library 2.0 - AI and Libraries: Literacy, Ethics, and Responsible Use" on March 13.

Ramona Elder, Covington Genealogy Librarian attended "RootsTech" on March 4-8, the world's largest family history conference in the world hosted in Salt Lake City, Utah by FamilySearch International. This event is dedicated to family history, genealogical research, and technology.

Byron Holdiman, Reference Coordinator, attended the "Newspaper: Family in the News, RootsTech Virtual Conference" on March 6.

Tanya DiMaggio attended Leadership Northshore Government and Healthcare days on February 26 and March 12.

Audra Kackley, Professional Cataloger, attended the Innovative Users Group annual meeting on March 12-15.

Kellie Nelson, Causeway Reference Librarian, attended a webinar, "Library Makerspaces Research Showcase" on February 27 and "Library 2.0: AI in Libraries: Literacy, Ethics, and Responsible Use" on March 20.

Jane Johnson attended the "Louisiana Student Resources" webinar on March 18.

Jennifer Rifino, Teen Services Coordinator, attended the SELA Youth Services meeting on February 28.

Kelly LaRocca, Tanya DiMaggio, Jennifer Rifino, Byron Holdiman, and Jackie Riecke attended the St. Tammany Commission on Families meeting on March 11.

Several staff members attended the Louisiana Library Association conference in Baton Rouge on March 21-22.

PROGRAM HIGHLIGHTS

On March 3, the Covington Branch held a Garden Party to celebrate the installation of new musical flowers that were donated by the St. Tammany Library Foundation and Friends of the Library of West St. Tammany. Informational tables, crafts, a StoryWalk®, and refreshments were available for guests. Local government officials that stopped by included Parish President, Mike Cooper and City of Covington Mayor, Mark Johnson.

Library Con was held on March 8 at the Madisonville Branch. This annual event is the Library's version of Comic-Con with patrons and staff dressed up as their favorite characters. The Library had many guests including the Department of Animal Services with a dog and cat adopt-a-thon, performances from Rapzuel and her prince, comic book inker for Marvel and DC, John Dell, and the Lake 94.7 radio station, and many others. This year 684 patrons attended LibraryCon.

Summer Reading's most popular attraction from last year, Nature on the Geaux returned to the Library this March, with crowds in some branches topping over 100 patrons per event.

CONTRACTS

Renewals

- **Comprise Technology** \$3,070.00
SmartPay
- **DearReader.com** \$700.00
Email bookclub subscription for patrons
- **Dow Jones** \$3,150.00
WSJ (Wall Street Journal) Online
- **Libratica** \$10,057.53
Cassie software for public computers and warranties for Jamex machines
- **OCLC** \$6,000
Cloud Library platform fee
- **OverDrive** \$12,000
Libby platform
- **SHI International** \$3,948.20
Google Standard Workspace

NEW LIBRARY SERVICES

The book hauler vehicle has been delivered. We are waiting on getting the title and adding the vehicle to the Library's insurance before we can drive it. We will be piloting the "Lobby Stop" service to COAST Facilities before expanding to assisted living and nursing facilities across the parish.

FRIENDS AND FOUNDATION

The Library is very thankful for the generous donations from both Friends of the Library groups and the Foundation this past month.

The Friends of the Slidell Library provided \$5,000 for 1,000-yard signs to assist with the educational effort for the millage.

The St. Tammany Library Foundation and the Friends of the Library of West St. Tammany donated funds to make the Musical Garden possible at the Covington branch.

The St. Tammany Library Foundation donated \$25,000 to assist with millage education mailers, branch signage, and 500-yard signs.

PUBLIC RECORDS REQUESTS

We received one public records request that was answered. We currently have 1 public records request result at the DA's office for review. We have no other open public records requests in the Library's possession.

STATEMENTS OF CONCERN

We currently have 110 statements of concern on 107 titles. Since the last meeting, we have had 1 statement of concern filed. Library staff continue to read titles, hold meetings, and make recommendations. The remaining statements of concern are still pending review.

STRATEGIC PLANNING

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.

A wheelchair-accessible picnic table was installed in the Musical Garden at Covington. A sensory calming room was also installed at the Covington Branch. The official ribbon cutting will be in April.

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 Mobile Library Branch lobby stop van was delivered on March 14. There are 6 Books by Mail patrons. The branch manager has been visiting COAST centers and church food delivery programs to advertise the programs. Lobby stops will begin at the end of March or the beginning of April with COAST centers.

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 library received a grant for two outdoor trash cans from Keep Louisiana Beautiful for South Slidell and Slidell Branch. Part of the grant agreement is that we host a Love the Boot program, to be part of Keep Louisiana Beautiful's annual clean-up and recycling campaign. We will use this program to be the groundbreaking for the Slidell parking lot garden landscape renovation. Keep Slidell Beautiful has donated a Bay Magnolia tree to the garden. We will plant the tree on Saturday, April 5, at 2 p.m. Afterwards, there will be family activities, and a story walk until 4 p.m.

TRANSITION OF MATERIALS

Books Moved to Adult Fiction Because of Sexual Conduct

Behind the song	edited by K.M. Walton
Ink and bone	Caine, Rachel.
Brown girl ghosted : a novel	Das, Mintie.

Books Reviewed and Determined to Not Have Sexual Conduct (remain in Teen Fiction)

Siege and storm	Bardugo, Leigh
Everything within and in between	Barthemess, Nikki.
Kingdom's call	Black, Chuck.
Kingdom's dawn	Black, Chuck.
Kingdom's edge	Black, Chuck.
Kingdom's hope	Black, Chuck.
Kingdom's quest	Black, Chuck.
Kingdom's reign	Black, Chuck.
Rise of the fallen	Black, Chuck.
The cruel prince	Black, Holly.
The stolen heir : a novel of Elfhame	Black, Holly.
Champion of fate	Blake, Kendare.
Like nothing amazing ever happened	Blejwas, Emily.
5 to 1 : a novel	Bodger, Holly.
Sing me to sleep	Burton, Gabi.
Lottery boy	Byrne, Michael.
Smoke and iron	Caine, Rachel.
Sword and Pen	Caine, Rachel.

When the vibe is right	Dass, Sarah.
A beautiful dark	Davies, Jocelyn, 1983-
A fractured light	Davies, Jocelyn, 1983-
A radiant sky	Davies, Jocelyn, 1983-
Longbow girl	Davies, Linda, 1963
After dark with Roxie Clark	Davis, Brooke Lauren.
The voice in my head	Davis, Dana, 1984

Millage election update

- We are having conversations at every check out reminding people of the vote on Saturday. We will have people stationed at the door after every program asking people to “please remember to vote.” We aren’t asking them to vote yes, we are asking them to remember to vote.
- Every program (large and small) we have starts with a reminder of the millage vote and that the program is provided by tax dollars. Staff were provided with a script to use.
- New bookmarks have been in use for the past month. These bookmarks have a QR code to our election website.
- The banners advertising the millage vote are out to each branch that can display one. These were donated by the Library Foundation.
- A large wooden sign has been donated by Covington Print Works for the Lacombe land – it was installed last week.
- Yard signs are available at all branches. Patrons are able to take as many as they want. Signs were donated by the Friends of the Slidell Library and The Library Foundation.
- One of these yard signs are on every book drop.
- We've spoken at or scheduled speaking to over 50 different groups. If there is a group that you feel we need to speak to between now and the election, please let me know.
- The 3rd batch of mailers went out today, Thank you to the Library Foundation for sponsoring our mailers.
- At this point it is letting our patrons know that our millage is on the ballot and getting our patrons out to vote that will make the difference. Every conversation counts.

2024 Service Statistics

Circulation by Type	Amount	%
Virtual (all types)	420,497	41.768%
Juv Books	228,263	22.673%
Adult Books	197,505	19.618%
DVD	87,806	8.722%
In-House - Non Circulating	29,805	2.961%
CD	15,574	1.547%
YA	14,997	1.490%
Magazines	4,770	0.474%
Paperbacks	4,146	0.412%
ILL	3,354	0.333%
Exp. Pass	24	0.002%
Total	1,006,741	100%

Physical Vs. Virtual Items Circulated	Amount	%
Physical Items	586,244	58%
Virtual Items	420,497	42%
Total	1,006,741	100%

Circulation by Branch	Amount	%
Virtual	420,497	41.8%
Covington	124,956	12.4%
Slidell	118,280	11.7%
Mandeville	106,409	10.6%
Causeway	67,598	6.7%
Madisonville	51,264	5.1%
South Slidell	29,194	2.9%
Abita	18,997	1.9%
Folsom	14,982	1.5%
Pearl River	12,826	1.3%
Lacombe	12,749	1.3%
Administration/Annex	10,587	1.1%
Lee Road	9,276	0.9%
Bush	9,126	0.9%
Total	1,006,741	100.0%

Branch Door Count	Amount	%
Slidell	137,518	23%
Covington	79,360	13%
Mandeville	78,362	13%
South Slidell	67,129	11%
Causeway	65,643	11%
Madisonville	53,192	9%
Lacombe	37,017	6%
Pearl River	25,746	4%
Abita	22,579	4%
Folsom	16,113	3%
Bush	11,551	2%
Lee Road	8,465	1%
Total	602,675	100%

Branch Computer Use	Amount	%
Slidell	22,604	28%
South Slidell	15,352	19%
Covington	11,997	15%
Mandeville	10,938	13%
Causeway	5,713	7%
Madisonville	4,045	5%
Lacombe	2,722	3%
Pearl River	2,670	3%
Folsom	2,355	3%
Abita	1,915	2%
Bush	1,034	1%
Lee Road	614	1%
Total	81,959	100%

Programs by Type	Amount	Attendance
Adult	862	8,878
Children	1,751	70,253
Teen	404	9,745
Total	3,017	88,876

Branch Wireless Inside	Amount	%
Covington	26,054	30%
Slidell	16,444	19%
South Slidell	9,940	11%
Madisonville	9,834	11%
Causeway	9,558	11%
Mandeville	9,140	10%
Lacombe	1,663	2%
Abita	1,407	2%
Folsom	1,332	2%
Pearl River	1,195	1%
Lee Road	647	1%
Bush	610	1%
Total	87,824	100%

Branch Wireless Outside	Amount	%
Slidell	26,117	32%
South Slidell	11,744	14%
Covington	10,613	13%
Causeway	9,907	12%
Mandeville	5,906	7%
Madisonville	4,966	6%
Abita	2,792	3%
Pearl River	2,509	3%
Lee Road	2,046	3%
Folsom	1,764	2%
Lacombe	1,669	2%
Bush	1,318	2%
Total	81,351	100%

New Patrons Registered: 8534

Meeting Room usage by the community	Events	Hours
	1031	3004

February 2025 Service Statistics

Branch	Adult Books	CD	DVD	Exp Pass	ILL	Juv Bks	Mag	Pbks	YA/Teen	Virtual	Total Circulation	Computer Usage	Door Count	Wireless Inside	Wireless Outside
Admin/Annex	467	68	31	0	28	72			369		1,035				
Abita	526	48	131	0	15	348			17		1,085	161	1,271	84	184
Bush	161	15	248	0	4	109	1		8		546	73	512	31	64
Causeway	1756	93	679	0	25	1943	62		150		4,708	500	4,440	792	776
Covington	3175	239	1423	0	26	3308	48	71	143		8,433	951	7,175	1,911	870
Folsom	340	19	271	0	7	377	42		26		1,082	221	1,029	62	82
Lacombe	193	16	235	0	14	289		1	20		768	193	968	117	122
Lee Road	298	39	109	0	3	365			24		838	44	695	56	164
Madisonville	1022	67	328	0	30	1476	23		81		3,027	343	3,792	750	310
Mandeville	2200	170	912	0	44	3445	45	3	108		6,927	954	5,790	814	485
Mobile	23	1	1								25				
Pearl River	304	21	181	0	17	148		43	12		726	214	1,074	92	210
Slidell	3059	226	1037	0	44	2889	127	98	211		7,691	2,029	14,933	1,340	2,288
South Slidell	545	24	361	0	17	921	11	1	57		1,937	1,321	4,860	959	1,207
Virtual ¹										32,793	32,793				
Total	14,069	1,046	5,947	0	274	15,690	359	217	1,226	32,793	71,621	7,004	46,539	7,008	6,762

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: 605

Jan - Feb. YTD 2025
Service Statistics

Branch	Adult Books	CD	DVD	Exp Pass	ILL	Juv Bks	Mag	Pbks	YA/Teen	Virtual	Total Circulation	Computer Usage	Door Count	Wireless Inside	Wireless Outside
Admin/Annex	733	115	109		47	366	4		669		2,043				
Abita	1054	99	259		32	706	6		24		2,180	275	2,662	162	369
Bush	392	38	626		10	240	21		18		1,345	134	1,296	84	161
Causeway	3721	200	1379		50	3913	99		283		9,645	947	9,364	1,525	1,483
Covington	6474	410	2859		50	6497	145	137	323		16,895	1,783	12,692	3,667	1,590
Folsom	685	46	504		13	713	122		58		2,141	371	2,128	157	202
Lacombe	455	32	552		21	625	11	22	41		1,759	359	2,655	283	240
Lee Road	578	64	193		3	623		2	39		1,502	83	1,238	116	323
Madisonville	2108	136	703		68	3026	40		184		6,265	625	7,365	1,506	626
Mandeville	4772	323	1722		77	6667	116	5	269		13,951	1,763	11,248	1,565	945
Mobile	23	1	1								25				
Pearl River	695	32	395		28	340	3	71	24		1,588	367	2,167	212	433
Slidell	6546	378	2073	1	85	6226	279	315	449		16,352	3,736	24,860	2,665	4,479
South Slidell	1187	64	826		31	1684	15	11	99		3,917	2,526	9,851	1,805	2,248
Virtual ¹										68,521	68,521				
Total	29,423	1,938	12,201	1	515	31,626	861	563	2,480	68,521	148,129	12,969	87,526	13,747	13,099

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

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

Patrons Registered: 1232



St. Tammany Parish Library Board of Control

Resolution No. 25-007

**Resolution to Amend Rules and Regulations of the
St. Tammany Parish Library Board of Control
Section 109 Regarding Public Speaking Time**

March 24th, 2025

SPONSOR: MR. BRANTON

WHEREAS, as a public body, the St. Tammany Parish Library Board of Control is governed by the Louisiana Open Meetings Law, as adopted in Louisiana Revised Statutes §§ 42:11-42:28; and,

WHEREAS, Louisiana Open Meetings Law requires that all meetings of a public body, as defined by La. R.S. § 42:13 and subject to the notice requirements of La. R.S. § 42:19(A), shall be open to the public and that the public body shall allow a public comment period at any point in the meeting prior to action on an agenda item upon which a vote is to be taken; and,

WHEREAS, La. R.S. § 42:14(D) further provides that a governing body may adopt reasonable rules and restrictions regarding such public comment period; and,

WHEREAS, the Library Board of Control has previously adopted a three-minute public comment period per speaker as a reasonable limitation to ensure that the public input is considered by the Board before taking action on any agenda item, and nothing herein shall prevent the Board from permitting additional public comment speaking time at the discretion of the Chairperson; and,

WHEREAS, a one-minute speaking time on procedural motions is deemed to be reasonable under Louisiana Open Meetings Law; and

WHEREAS, the Library Board of Control desires to codify the aforementioned public speaking times in its Rules and Regulations.

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

ABITA SPRINGS (985) 893-6285

COVINGTON (985) 893-6280

MADISONVILLE (985) 845-4819

BUSINESS RESOURCE CENTER
(985) 626-5314

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



THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL RESOLVES to amend Section 109 of the Rules and Regulations of the St. Tammany Parish Library Board of Control to add subsection E. regarding public speaking time, effective immediately, as follows:

* * *

E. Public Speaking Time.

1. Speakers wishing to address the board must complete and submit a public comment form prior to the beginning of the public comment on the agenda item.
2. Speakers will be recognized by the President of the Board or the person conducting the meeting in order of the topic they have listed as it relates to agenda items. Upon being recognized, the speaker will rise and state their name prior to any remarks on an agenda item.
3. Each speaker will be limited to three minutes in delivery of their comments under each public comment agenda item. Speaking time shall be limited to one minute for procedural motions.
4. Speakers shall direct all comments to the Board President or the person conducting the meeting.
5. Speakers shall display proper decorum and conduct at all times.

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

Moved for adoption by _____ and seconded by _____,

ADMINISTRATIVE OFFICE
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PH: (985) 871-1219 FAX: (985) 871-1224

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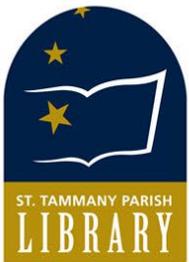
LEE RD (985) 893-6284

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MANDEVILLE (985) 626-4293

PEARL RIVER (985) 863-5518

SLIDELL (985) 646-6470



YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY, THE 24th DAY OF MARCH 2025, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Ann Shaw, Board President

ADMINISTRATIVE OFFICE
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St. Tammany Parish Library Board of Control St. Tammany Parish Library Board of Control

Resolution No. 25-008

Extension of time to allow for procedural due process of undecided Statements of Concern

March 24th, 2025

BE IT RESOLVED that the St. Tammany Parish Library Board of Control grants a waiver of the 45-day time limit for response to all pending statements of concern and any statements that will be received until the next meeting of the Library Board of Control scheduled for April 28th, 2025. The response time is extended to 120 days from the date of this resolution.

WHEREAS, the St. Tammany Parish Library has statements of concern on 112 remaining titles, and

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

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

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

Moved for adoption by _____ and seconded by _____,

YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY, THE 24th DAY OF MARCH 2025, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Ann Shaw, Board Vice-President

ADMINISTRATIVE OFFICE
310 WEST 21ST AVENUE COVINGTON, LA 70433
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LEE RD (985) 893-6284

SLIDELL (985) 646-6470

Surplus Property

The IT department has equipment that it has determined is outdated and is no longer under warranty. A resolution is required so the items can be sold at the next scheduled Government Surplus auction at ServCorp Auctions in Slidell, Louisiana. A sample resolution declaring the items surplus property follows this explanation for your consideration.



St. Tammany Parish Library Board of Control

Resolution No. 25-009

**Resolution to declare certain movable property surplus and
authorizing its disposition.
March 24, 2025**

WHEREAS, the St. Tammany Parish Library is the owner of the following described movable property; and

WHEREAS, St. Tammany Parish Library declares the following movable property no longer needed for a public purpose due to its obsolescence and, thus, no longer viable to maintain; and

WHEREAS, St. Tammany Parish Library desires to declare said movable property as surplus and dispose of the same.

NOW THEREFORE BE IT RESOLVED that St. Tammany Parish Library Board of Control hereby declares the following movable property as surplus and authorizes the disposition of the same, all in accordance with state law: See attached list.

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

Moved for adoption by _____

and seconded by _____,

YEAS:

NAYS:

ABSENT:

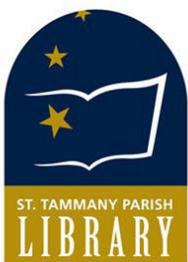
ABSTAIN:

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY, MARCH 24, 2025, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Ann Shaw, Vice President



<u>Model</u>	<u>Serial</u>	<u>Purpose</u>
Dell OptiPlex 3060	GV2K0Q2	Desktop PC
Dell OptiPlex 3060	BL2T9T2	Desktop PC
Dell OptiPlex 3060	BKZP9T2	Desktop PC
Dell OptiPlex 3060	BKXQ9T2	Desktop PC
Dell OptiPlex 3060	BL0S9T2	Desktop PC
Dell OptiPlex 390	2DWHLS1	Desktop PC
Dell OptiPlex 7010	BK4RY1	Desktop PC
Dell OptiPlex 7440	CNWDQD2	Desktop PC
Dell OptiPlex 7440	CNT5QD2	Desktop PC
Dell OptiPlex 7440	741J382	Desktop PC
Dell OptiPlex 7440	6HG7B02	Desktop PC
Dell OptiPlex 7440	8J9DND2	Desktop PC
Dell OptiPlex 7440	741H382	Desktop PC
Dell OptiPlex 7440	4CG7B02	Desktop PC
Dell OptiPlex 7440	9NH7B02	Desktop PC
Dell OptiPlex 7440	CSM2HB2	Desktop PC
Dell OptiPlex 7440	8J8PND2	Desktop PC
Dell OptiPlex 7440	CSMTGB2	Desktop PC
Dell OptiPlex 7440	CSMYGB2	Desktop PC
Dell OptiPlex 7440	CSMZGB2	Desktop PC
Dell OptiPlex 7440	8FG7B02	Desktop PC
Dell OptiPlex 7450	DNVWB02	Desktop PC
Dell OptiPlex 7450	3206GK2	Desktop PC
Dell OptiPlex 7450	7G2WCH2	Desktop PC
Dell OptiPlex 7450	12TWB02	Desktop PC
Dell OptiPlex 7450	DZLWFK2	Desktop PC
Dell OptiPlex 7450	7G3VCH2	Desktop PC
Dell OptiPlex 7450	19TWB02	Desktop PC
Dell OptiPlex 7450	7FVWB02	Desktop PC
Dell OptiPlex 7450	DZJTFK2	Desktop PC
Dell OptiPlex 7450	53VWB02	Desktop PC
Dell OptiPlex 7450	8VTWB02	Desktop PC
Dell OptiPlex 7450	3TK5GK2	Desktop PC
Dell OptiPlex 7450	838WBH2	Desktop PC
Dell OptiPlex 7450	92VWB02	Desktop PC
Dell OptiPlex 7450	3DTWB02	Desktop PC
Dell OptiPlex 7450	34S9CM2	Desktop PC
Dell OptiPlex 7460 All-in-One	4TJ7DV2	Desktop PC



<u>Model</u>	<u>Serial</u>	<u>Purpose</u>
Dell OptiPlex 7460 All-in-One	BQ55DS2	Desktop PC
Dell OptiPlex 7460 All-in-One	BQ63DS2	Desktop PC
Dell OptiPlex 7460 All-in-One	BQ75DS2	Desktop PC
Dell OptiPlex 7460 All-in-One	BQ54DS2	Desktop PC
Dell OptiPlex 7460 All-in-One	BQ56DS2	Desktop PC
Dell OptiPlex 7460 All-in-One	BQ58DS2	Desktop PC
Dell OptiPlex 7460 All-in-One	BQ53DS2	Desktop PC
Dell OptiPlex 7470	9CDB673	Desktop PC
Dell OPTIPLEX 7470 All-in-One	CPTMH03	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FW15333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FW14333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FWF0333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FWC7333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FWC8333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FWC3333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FW11333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FWC0333	Desktop PC
Dell OPTIPLEX 7470 All-in-One	FWD2333	Desktop PC
Dell OptiPlex 7480 All-in-One	BKKGZC3	Desktop PC
Dell OptiPlex 7480 All-in-One	BKJKZC3	Desktop PC
Dell OptiPlex 7480 All-in-One	BKLGZC3	Desktop PC
Dell OptiPlex 9030	814XR22	Desktop PC
Dell OptiPlex 9030	GB4X902	Desktop PC
Dell OptiPlex 980	6C9RMN1	Desktop PC
Dell OptiPlex 980	DBLG9P1	Desktop PC
Dell Precision Tower 5810	DWN5F42	Desktop PC
Brother Intellifax-4100e + Toner Cartridge	J5163948X55032010	Fax Machine W/Toner
Brother Intellifax-4100e + Toner Cartridge	U61639M8J671119	Fax Machine W/Toner
Hp Tray 3	CF404A	HP 452 TRAY 3
Dell Inspiron 15 5566	cx6gnh2	Laptop
Dell Inspiron 15 5566	4HDGNH2	Laptop
Dell Inspiron 15 5566	65NFNH2	Laptop
Dell Inspiron 15 5566	5hdgnh2	Laptop
Dell Inspiron 15 5566	27nfnh2	Laptop
Dell Inspiron 5558	4828262	Laptop
Dell Inspiron 5558	123b262	Laptop



<u>Model</u>	<u>Serial</u>	<u>Purpose</u>
Dell Inspiron 5558	74tg262	Laptop
Dell Latitude 3500	2z68gw2	Laptop
Dell Latitude 3580	14D2SJ2	Laptop
Dell P10e	20mzqw1	Laptop
Dell OptiPlex 3	BJYP9T2	Micro Desktop
Dell OptiPlex 3010	0KXGVD	Micro Desktop
Dell OptiPlex 390	0kxgvd	Micro Desktop
Image Data Scanpro3000	73494U	Microfilm Scanner
Acer G205hv	ETLRK0D01722204FBB851	Monitor
Acer LCD Monitor	ETL640C01864808484402	Monitor
Hp Color Laserjet Pro M452dw	VNG3Z00363	Printer
Kodak Li-Ion Rechargeable Battery	41778499740	Rechargeable camera battery
Epson Gt 1500	ksjw148487	Scanner
Epson Perfection V370	RZ8W036795	Scanner
Epson Perfection V370	RZ8W036794	Scanner
Epson Perfection V300	KS7W100171	Scanner
Fury HYPERX	HX313C9FBK2/8	Two 4gb sticks of DDR3 Ram



St. Tammany Parish Library Board of Control

Resolution No. 25-003

**Resolution to Amend Rules and Regulations of the
St. Tammany Parish Library Board of Control
Section 202 Regarding Privacy Policy**

March 24th, 2025

SPONSOR: MR. BRANTON

WHEREAS, the St. Tammany Parish Library Board of Control seeks to ensure the library system respects the privacy of its patrons and ensure that the personal information entrusted to it by those patrons is protected and never exploited or used in a way that the patron would not authorize; and,

WHEREAS, the St. Tammany Parish Library Board of Control believes the exclusive responsibility of the library system is to serve St. Tammany Parish and its residents. The St. Tammany Board of Library Control believes that providing or compiling information on patrons, their use of library facilities or services, as well as their concerns regarding materials in the library collection and disseminating this information to any public or private person, group or organization without appropriate safeguards is a violation of the trust placed in the St. Tammany Parish Library and its Board of Control; and,

WHEREAS, in furtherance of this policy, it is necessary that the St. Tammany Parish Library Board of Control direct library administration and staff to ensure that no document, communication, information or material received from or regarding a patron or resident of St. Tammany parish is transmitted in any manner to any individual or organization outside of the St. Tammany Parish Library except as required by law without the written authorization of that individual or resident or through a valid Public Records Request with personally identifiable information redacted as permitted by law.

THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL RESOLVES to amend Section 202 of the Rules and Regulations of the St. Tammany Parish Library Board of Control to add subsection C. regarding its Privacy Policy as follows:

* * *

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

ABITA SPRINGS (985) 893-6285

COVINGTON (985) 893-6280

MADISONVILLE (985) 845-4819

BUSINESS RESOURCE CENTER
(985) 626-5314

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



C. NEITHER LIBRARY STAFF NOR LIBRARY ADMINISTRATION shall disseminate a statement of concern received by the St. Tammany Parish Library pursuant to Section 407 of these Rules and Regulations to any public or private entity or individual without the concurrence of the Library Board of Control at an open meeting, unless otherwise required by law.

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

Moved for adoption by _____ and seconded by _____,

YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY, THE 24th DAY OF MARCH 2025, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Ann Shaw, Board President

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BUSH (985) 886-3588

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PEARL RIVER (985) 863-5518

CAUSEWAY (985) 626-9779

LEE RD (985) 893-6284

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Election to fill vacancy of board position – Vice President