

St. Tammany Parish Library
Board of Control Meeting
February 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, February 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 meeting that was held on December 9th, 2024.
 - Public Comment
 - Discussion
 - Vote
2. Election to fill vacancy of board position - Vice President
 - Public Comment
 - Discussion
 - Vote
3. NEW BUSINESS
 - A. Financial Report – November 2024, December 2024, and January 2025
 - Public Comment
 - Discussion
 - Vote
 - B. Director’s Report
 - C. Report on the Library’s Millage Continuation Efforts (Guest speaker - S. Caruso)
 - D. Resolution Regarding Statements of Concern
 - Public Comment
 - Discussion
 - Vote
 - E. Resolution Regarding Sexually Explicit Materials Checked out by Juveniles
 - Public Comment
 - Discussion
 - Vote

F. Resolution Regarding Privacy

- Public Comment
- Discussion
- Vote

G. Resolution Regarding Consistent Supervision of areas Containing Sexually Explicit Materials

- Public Comment
- Discussion
- Vote

H. Resolution Regarding Supervision of Areas Containing Sexually Explicit Materials

- Public Comment
- Discussion
- Vote

I. Resolution Regarding Agendas

- Public Comment
- Discussion
- Vote

4. Adjournment

**St. Tammany Parish Library
Board of Control Meeting
December 9, 2024
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: Rev. Robert Belknap, Pam Georges, Carole Gillio, Jill Kesler, Tamarah Myers, Ann Shaw, Parish President Mike Cooper

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 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 decision, the person who filed the Statement of Concern is given five minutes to speak.

R. Belknap led the Pledge of Allegiance.

1. Approval of the minutes of the meeting of the Library Board of Control that was held on October 30, 2024.

Public Comment:

Eileen Breslin – Folsom, LA. She asked for clarification on whether or not the minutes include a proposal to close some of the small library branches. K. LaRocca said that topic was not part of the Board’s discussion at the previous meeting.

Sonnet Ireland – Slidell, LA. Regarding the previous public comment, S. Ireland clarified that the minutes reference a comment made by a member of the public regarding closing small branches. She complimented the meeting minutes, stating that they are thorough and precise. She spoke in opposition of closing small branches, stating that it is a horrible idea and should never be considered. She stated that we cannot move backward when we have such a strong library system.

C. Gillio asked for further clarification on whether or not the topic of closing small branches was in the minutes. K. LaRocca clarified that it was not discussed by the Board, but was mentioned by a member of the public during public comment.

T. Myers asked if K. LaRocca for the updated statistics for the Madisonville Branch that were discussed at the last meeting. K. LaRocca confirmed that she does have a new copy of those statistics and will give an update during the Director's Report.

Discussion: There were no suggested corrections to the minutes.

Vote: R. Belknap moved to approve the minutes of the LBOC meeting held on October 30, 2024. It was seconded by P. Georges.

Roll call vote: Belknap: Yes Cooper: Yes Georges: Yes Gillio: Yes Kesler: Yes Myers: Yes Shaw: Yes

Motion carried.

2. NEW BUSINESS

To help streamline the presentation of reports, A. Shaw asked for the Board to hold any questions until the end of each report.

A. Financial Report – October 2024

K. LaRocca reported that the library has received all of its Ad Valorem Revenue and State Revenue Sharing for the year. The budget percentage should be 80% at this point in the year. Revenues are at 94.49% and Expenditures are at 77.43%. K. LaRocca reminded the Board that Ad Valorem Revenue and State Revenue Sharing is credited in twelfths and is reflected as such on the financial report. K. LaRocca gave explanations for any lines that are over or under budget. Most of the variances are due to expenses being due early or late in the year.

The Advertising and Signage lines are under budget, but should be in balance by the end of the year. Some of the Utilities lines are under budget due to several months of nice weather. The Equipment Lease line should be expended later in the year after leasing a lift to assist in replacing parking lot lights. The Computer/Printer Supplies line is over budget due to the increased cost of toner. The Library In-Service Training line will be in balance as the expenses for the All Staff Day were paid in November. The Cameras line will be in balance by the end of the year after paying for the cameras in the Outreach building. K. LaRocca explained that the Capital Outlay-Library Resource Acquisitions lines will be expended by the end of the year as ordering is completed in November. Many of the invoices for items in the Capital Expenditures projects will be paid in November, but those lines are expected to be under 100% by the end of the year.

Public Comment:

Sonnet Ireland – Slidell, LA. She complimented the summer reading program, calling it spectacular and stated that it is astounding how much is offered for children, teens, and adults while staying within budget. She complimented the detailed financial reports. She stated that this is a fiscally responsible library and noted that library administration is very carefully taking care of our money and serves as good stewards of public funds. She asked for the Board not to take for granted the thought and effort that goes into preparing the reports.

Kevin Marino – Mandeville, LA. He complimented the financial reports, describing them as detailed and high-quality. He referenced accrual accounting and requested an explanation of the accounting process where certain expenses are incurred this year but are reflected in the financial report for the following year. K. LaRocca explained that most expenditures are paid and recorded in the financial report within the same month. Other expenditures span across two fiscal years, and the auditor applies accrual accounting to those expenses. K. LaRocca gave an example of a database with a one-year subscription that starts in one year and ends in the next, instead of January to December. The auditor makes those adjustments in March.

Discussion: There was no discussion by the Board.

Vote: P. Georges moved to approve the October 2024 financial report. It was seconded by T. Myers.

Roll call vote: Belknap: Yes Cooper: Yes Georges: Yes Gillio: Yes Kesler: Yes Myers: Yes Shaw: Yes

Motion carried.

B. Director's Report

K. LaRocca reported updates to Facilities. Subsurface drainage was installed at the Covington Branch. Three quotes were obtained for landscape improvements in front of the Covington Branch. Alternative Services turned in the lowest base quote at \$18,950. Other base quotes received were from Gardner, LLC at \$28,093 and KBarber Enterprises, LLC at \$21,425. The work should be complete by the end of December. A modular study room was installed at the Covington Branch. The Request for Quotes for the elevator at the Annex was published by the Parish Procurement Department on November 19. Quotes are due December 17.

K. LaRocca reported on Marketing and Outreach efforts. Staff provided outreach services to Covington Fall Fest, Trunk-R-Treat at Magnolia Park in Folsom, Kiwanis Terrific Kids event at Folsom Elementary, Pineview Middle School Literacy Night, Our Lady of the Lake's Festival of the Lake, Three Rivers Art Festival, St. Tammany Parish Veterans Day event, Mandeville Chapter of the Daughters of the American Revolution, Parenting Center of the St. Tammany Health System, STEM Quest Innovation Day at Pelican Park, and the Holiday of Lights. Staff promoted the library on The Lake and The Highway radio stations. Staff performed storytime at St. Timothy Preschool, Covington Head Start, A-Z Preschool, Chahta-Ima Elementary, Lacombe-Mandeville Head Start, Mayfield Elementary School, and Regina Coeli Head Start.

Staff attended the following meetings and professional development opportunities: St. Tammany Commission on Families meeting, LA Children & Youth Prevention Coalition meeting, Leadership Northshore Law Enforcement Day, and Leadership Skills Day. K. LaRocca reported on personnel additions, new contracts, and contract renewals.

The library appeared before the Parish Council Finance Committee on November 4. K. LaRocca reviewed the 2025 budget and answered questions from several Parish Council members. The meeting was recorded and is available on the Parish Government's website. The Parish will consider the library's budget as part of their overall budgetary adoption process at their December 5, 2024, Parish Council meeting. The Capital Improvement projects for an architect for the Lacombe Branch replacement and

for the Slidell Branch expansion will also be introduced at the December 5th Parish Council meeting. It will be discussed and voted on at the following Parish Council meeting in January 2025.

There are two public records request results at the District Attorney's Office for review. We have no other open public records requests in the library's possession. There are currently 115 Statements of Concern on 111 titles. The LBOC will decide on two titles at the present board meeting.

K. LaRocca reported updates to strategic planning implementation. The Accessibility Committee met in November to make final decisions about the calming room equipment and the items have been ordered. The Check Out Louisiana pilot program has been very successful. Backpacks were checked out and all State Park passes were dispersed to patrons.

K. LaRocca reported on the transition of materials review project. No graphic novels have been transferred to Graphic Novels Restricted since October 30, 2024. There were 21 Young Adult Fiction titles moved to the Adult Fiction section since October 30, 2024. To date, 1,090 Young Adult Fiction titles have been reviewed: 153 titles have been moved to the Adult Collection, and 937 titles have been moved to the Teen Collection.

K. LaRocca corrected the Madisonville statistics from September. The computer usage total was accidentally copied and pasted under door count. The correct door count for September was 3,622. K. LaRocca reviewed the October 2024 and year-to-date statistics. The total circulation for October was 78,329, computer usage was 7,101, and the door count was 53,809. There were 623 new patrons registered for library cards in October. The year-to-date total circulation was 831,189, computer usage was 70,387, and the door count was 510,148. There were 7,570 new patrons registered for library cards so far this year. K. LaRocca stated that she is hopeful that we will reach 1,000,000 in total circulation for the year.

Brent Geiger explained that library staff and board members are required to complete yearly Governmental Ethics, Sexual Harassment, and Cyber Security training. B. Geiger will send board members an email with instructions and website links to the trainings. Board members must send a copy of their training certificates and acknowledgement forms to the administration office, as the auditor requires us to keep them on file. The deadline is December 31, 2024. E. Couvillon added that any attorneys on the Board will receive one hour of CLE (Continuing Legal Education) credit for completing the Governmental Ethics training.

A. Shaw asked about the library's plan for the millage renewal campaign. K. LaRocca stated that library administration has weekly staff meetings regarding the millage election. They are reviewing the website archive of the 2007 millage election informational materials to help determine what worked, what did not work, and to gather other valuable insights from the previous campaign. The plan is to have a millage information page on the website with all of the details and FAQs in one place. The library will give out bookmarks and flyers. They are reviewing examples of successful millage campaigns from other libraries. In January, library administration will meet with staff groups to provide training and guidance on how to inform the public about the millage renewal, ensuring compliance with legal restrictions on what can be communicated by a public entity. We are allowed to educate the public and encourage them to vote, but we are not allowed to ask them to vote yes. K. LaRocca stated that she will offer training opportunities and guidance for board members as well.

C. Gillio asked if Alternative Services is the same entity that handles the janitorial services. K. LaRocca confirmed that is correct. C. Gillio asked if the company is an LLC and asked who the owner is. K. LaRocca answered that the owner is Frank Coll. C. Gillio asked where the owner resides. After brief discussion, it was confirmed that the business is located in Lacombe. A. Shaw noted that Alternative Services also handles mowing the grass at the library branches.

J. Kesler mentioned a drainage problem at the Folsom Branch. She asked if a request has been submitted to address the issue. K. LaRocca stated that she is unaware of any request or issue being reported, but she ensured that it will be addressed tomorrow morning.

A member of the public asked if they could ask a question about something in the report. E. Couvillon stated that there is no public comment period following the Director's Report, but she can email her question to K. LaRocca and she would be happy to answer. A. Shaw added that emails addressed to the LBOC are forwarded to board members and any matter requiring action receives a response.

C. Resolution to amend Statements of Concern about Library Resources Policy to shorten public speaking time

Discussion:

K. LaRocca clarified that this resolution applies solely to the speaking time allotted for public comment on an agenda item related to a Statement of Concern (SOC) review during an LBOC meeting, and not to every agenda item within the meeting. Currently, an individual who submits a SOC is allotted five minutes to speak, while other members of the public are given three minutes. It was proposed that the speaking time for both speakers be reduced to two minutes. The resolution includes a copy of the current policy, with changes noted in red.

Public Comment:

Joan Simon – Covington, LA. She opposed the resolution, stating that the library has worked hard to appease a few vocal individuals who do not represent the whole community. She stated that the group of individuals want to exclude books about marginalized groups, even though libraries should reflect all community members. She stated that the group has made false and hurtful remarks about librarians during public comment, noting that off-topic and threatening comments are rarely addressed. She mentioned that many LBOC members were selected by this group and asked which board members have library cards.

C. Gillio raised a Point of Order and stated that comments should focus on the reduced public comment period. J. Simon clarified that she is sharing her experience and opposes the reduced time limit, arguing that the Parish Council allows three minutes for public comment, which should apply here as well.

Roxanne Newman – Mandeville, LA. She stated that she is a lawyer and has two children who were raised in the community and went to public schools and libraries. She objects to the proposal to reduce the time limit. She stated that this would not allow sufficient time for the public to provide meaningful feedback, as many public commenters have taken time to read the books and offer their perspectives. She acknowledged that it would probably be fair to give equal time to both the challenger and the public commenters, but the equal time should not be reduced to two minutes.

Kevin Marino – Mandeville, LA. He stated that he opposes the resolution. He stated that it will not help save time, as the majority of the review process takes place prior to the board meetings. He stated that this unfairly penalizes the complainant, as 120 seconds is not a reasonable amount of time to explain their concern. He stated that this change would restrict public input, which goes against the spirit of open meetings laws. He asked if the resolution would go into effect retroactively for all SOC's currently submitted. He is concerned about fairness and due process, as he expected to have a reasonable opportunity to speak when he submitted his SOC's. He stated that he would be willing to rescind over 70 of his SOC's if the resolution placing graphic novels behind the circulation desk is reversed.

Sonnet Ireland – Slidell, LA. She stated that legal issues could arise from this decision, and people may feel their concerns are not being heard. She agrees that cutting one minute off of public comment will not save much time. She stated that the majority of the original complainants have not shown up to the meetings to discuss their concerns. She stated that some public comments have enlightening aspects to them and having productive discourse is a good idea. She hopes that the Board members believe in freedom of speech and are free thinkers.

Rebecca Bohm – Mandeville, LA. She opposed the resolution, citing research that shows three-minute speaking limits are standard in other states, such as Texas. She expressed concern that the Board seeks to silence viewpoints that they do not agree with. She stated that the book review process is tedious and that Board members should have been aware of this when they accepted this task. To streamline the process, she suggested invalidating the SOC if the complainant does not show up. She stated that reducing speaking time violates First Amendment rights.

Ruth Terry Sipos – Abita Springs, LA. She asked how this topic came up as a concern. She stated that the board members should have realized what they were getting into when they joined the LBOC. She estimated that reducing the time limit would only save about 10-12 minutes and emphasized that those few minutes are worth enduring for a democracy.

Kristen Luchsinger – She opposed the resolution and suggested streamlining the process by only allowing library card holders from St. Tammany Parish to submit SOC's. She asked C. Gillio whether she proposed this policy for convenience or for other reasons. C. Gillio clarified that this resolution was not her suggestion. K. Luchsinger expressed curiosity about why anyone would want to limit public comment. She pointed out the group of library supporters present and emphasized how much the library means to them.

C. Gillio noted that the school board allows two minutes for public comment during their regular meetings. She reiterated that she did not propose this resolution. K. Luchsinger apologized for the error.

Lisa Rustemeyer – Mandeville, LA. She suggested rejecting SOC decisions if the complainant does not attend the board meeting. She stated that it is a waste of time reviewing adult books when the complaint is that the book is harmful to minors. She stated that the law says that the patron must be qualified to submit a SOC, which means they must be 18 years old, must reside in St. Tammany Parish, and must have a library card. She suggested that books that have been on the shelves for 10 years and have circulated with no previous complaints should be grandfathered in or have immunity from this process.

Terri Taylor Joseph – She stated that she is opposed to the reduction of time for public comments. She stated that in order to serve the people, the Board needs to be open and willing to listen to them.

R. Belknap stated that, to his knowledge, neither this Board nor the previous Board has ever taken action to ban a book. R. Belknap stated that he does not want any of the librarians to be subject to arrest as a result of giving obscene material to a minor. He stated that he hopes the public understands that there must be concern for the librarians as well.

M. Cooper asked if there has been any concern from board members or the public who have requested to reduce the time limit. K. LaRocca explained that there was concern from board members about how to streamline the review process and a board member did specifically ask for this reduction in speaking time. M. Cooper noted that the citizens who have commented at the meeting so far have spoken for one, two, and three minutes while staying on topic. He stated the goal is to build trust in the library, as we are seeking continued funding for the library system. He stated that he does not find reasons compelling enough to reduce the public comment period. He asked for clarification that this resolution only applies to the public comment period provided for book challenges. K. LaRocca confirmed that is correct. M. Cooper noted that this Board has not yet reviewed book challenges and has not had the opportunity to determine if three minutes is too long of a comment period. K. LaRocca said the suggestion came after sharing a summary of past book review experiences with the Board.

E. Couvillon clarified that if the resolution passes, it will apply to book challenges at future board meetings, not this current meeting. E. Couvillon addressed previous public comments, clarifying that updated policies now require that book challenges can only be submitted by St. Tammany Parish residents who are 18 or older and hold a St. Tammany Parish Library card. Additionally, challenges are reviewed by a committee rather than the Board, with the Board only reviewing appeals or materials containing sexual content as defined by LA R.S. 25:225. E. Couvillon noted that these changes may reduce the number of Statements of Concern for the Board to review.

A. Shaw thanked the public for providing good and thoughtful comments.

Note: T. Myers moved to adopt the resolution to shorten public speaking time to two minutes for public comment relating to Statements of Concern reviews. It was seconded by J. Kesler.

Roll call vote: Belknap: No Cooper: No Georges: No Gillio: Yes Kesler: Yes Myers: Yes Shaw: No

Motion failed.

D. Statement of Concern Decision – *The Hate U Give*

K. LaRocca presented the Statement of Concern (SOC) for the book *The Hate U Give* by Angie Thomas. The statement was submitted by Lisa Rustemeyer. K. LaRocca read the statement aloud.

The recommended action by L. Rustemeyer is to: “Please move this book back to young adult. We need books like these where teens can access them freely when perusing the section for YA materials. It's won several awards and received critical praise for Thomas's writing and timely subject matter. In writing the novel, Thomas attempted to expand readers' understanding of the Black Lives Matter

movement as well as difficulties faced by black Americans who employ code switching. It was also made into a movie that received the NAACP Image Award.”

Reason given: “I only object to the placement. The book has no sexually explicit passages (even according to Book Looks!) and is excellent material relevant to teens so that they can understand issues that relate to people of color, or so they can see themselves in this story, [sic] The main character is caught between two worlds, which is stressful and complex. She must find her way through high school and the systemic racism that surrounds her, achieving her goals while making decisions that will affect her life and those she cares about. I'd like to cite another part of the Louisiana legal code: RS 25:31 ==> <https://www.legis.la.gov/legis/Law.aspx?p=y&d=84402>”

K. LaRocca reviewed the book résumé which includes the publisher’s summary, number of print copies STPL owns (4), total circulation on all print copies (182), number of audiobooks on CD (2), total circulation on all audiobooks on CD (28), number of E-audiobook digital resources available (1), and total circulation on digital E-audiobooks (0). The movie has circulated 214 times. K. LaRocca reviewed comparable library system statistics, reviews by *Publishers Weekly*, *Kirkus Reviews*, *Booklist*, *School Library Journal*, *Voice of Youth Advocates*, *BookPage*, *Horn Book Magazine*, and *Shelf Awareness*. Also noted are awards and lists featuring this title. The publisher’s recommended age group is 14 and up. The book is shelved in Young Adult (YA) Fiction in surrounding library systems. It was previously shelved in the YA Fiction section at STPL, but has been moved to Adult Fiction with NA Thom as the call number.

K. LaRocca reviewed the committee’s evaluation of the title which includes demographics of the committee members, the committee’s report, and the committee’s recommendation.

Summary of the committee report: The book was moved to the Adult Fiction collection because of content on page 81 that the committee interpreted to meet the criteria defined in LA R.S. 25:225. A Restricted or Semi-restricted library card cannot check out a book from the Adult collection. The book was not moved because of the subject matter or themes of the book. The committee did not find that the current book placement violates LA R.S. 25:31, as we are allowing parents to decide what their children can check out.

Options for the Board: Keep the book in Adult Fiction, move the book back to Teen Fiction, restrict the book behind the desk, or remove it from the library.

Committee Recommendation: Based on the directives of the Board regarding the evaluation, placement, and disposition of all YA materials, the committee believes this title should remain in the Adult collection. Teens whose parents have chosen to give them access to the Adult collection will be able to check out the book.

Discussion:

C. Gillio asked K. LaRocca to explain the Teen and New Adult sections. K. LaRocca explained that after the Board adopted a policy stating that the YA collection would not include sexual conduct as defined by LA R.S. 25:225, they instructed the library to review the entire YA collection for sexual content. Conversely, the policy states that the Adult collection may contain sexual conduct as defined by LA R.S. 25:225. In order to follow policy and the directives of the Board, we are phasing out the YA collection to create a Teen collection and New Adult collection. The New Adult collection is part of the Adult collection. Items not containing sexual conduct will be moved to the Teen collection and items with

sexual conduct will be moved to the New Adult collection. K. LaRocca noted that it is possible the library may err too far on the side of caution regarding the placement of certain books, which is the issue raised in this particular SOC. C. Gillio clarified that K. LaRocca is referring to the previous Board when speaking of the policies and directives. K. LaRocca confirmed that is correct and explained that those are the policies that are in place at this time.

R. Belknap asked for clarification on the intended age ranges for the Children's, Teen, and New Adult collections. K. LaRocca stated that the Children's age range is 0-11, Teen age range is 12-17, and New Adult is part of the Adult collection and is meant for ages 18 and up.

Public Comment:

Lisa Rustemeyer was the individual who submitted the SOC. She stated that she was moved by the book, as it is an intense story and is authentic. She noted that the movie based on the book is rated PG-13. She stated the book gives insight into underserved neighborhoods. She stated the book is written for and about teens. She gave a brief summary of the book, describing how the main character, Starr Carter, navigates two worlds - a mostly poor, black neighborhood and an affluent, predominantly white private school. She stated that the book was on the New York Times Young Adult best seller list for 50 weeks and has won numerous awards. She stated that the author lives in Jackson, MS. She stated that parents have the tools to oversee their children's selections because of the tiered library card system. She noted that the legislation requiring a tiered card system was modeled after the card system that St. Tammany Parish Library already had in place. The Attorney General at that time, Jeff Landry, provided a guide for libraries and clarified that the law does not require the library to relocate any materials. She stated that she understands the abundance of caution that the librarians have for the books they review, but she feels that the book should be returned to the YA collection. She stated that the book does not contain explicit sex as defined in the law and that the passage on page 81 only mentions hands and hips. The passage is a helpful example of setting boundaries that are useful in teen's lives.

Rachel Rhodes – Mandeville, LA. She stated that the tiered library card system empowers parents to decide what materials they will allow their children to borrow. She stated that *The Hate U Give* is an essential book that tackles the uncomfortable but crucial realities of racial inequality from the perspective of a black teen girl. She said the book encourages critical discussions on systemic racism and fosters empathy. She spoke about troubling stories in the Bible, but would not want it removed from the library or restricted behind the circulation desk. She stated that it is crucial to evaluate a book in its entirety.

Diane Casteel – She read aloud a statement from Angie Thomas, author of *The Hate U Give*. She noted that the book is suggested for ages 14 and up and grade 8 and up. She stated that children need access to information on topics that interest them and noted that young black youth are oftentimes short on resources. The ability to browse the shelves for books is important, as it allows people to discover titles they might not have come across otherwise.

Roxanne Newman – Mandeville, LA. She spoke of the term book banning and clarified that it can take many forms besides removing books from the library. It also includes moving books behind the circulation desk and moving books to a more restricted section. She stated that there are no obscene materials in the library. She said the book is very moving and engaging, and she did not find anything objectionable that should warrant its removal from the Teen section. She stated that placing the book in

the Adult section is a form of censorship called red flagging and she supports moving the book back to the Teen section.

Kevin Marino – Mandeville, LA. He strongly supports moving the book back to the teen section. He agreed with R. Newman’s comment that there are no obscene materials in the library. He stated that the Board has banned books by moving them behind the circulation desk and by moving them from their appropriate collection. He stated that the book offers crucial insights on race, identity, and social justice, emphasizing that teens reading about diverse characters fosters empathy and understanding. He noted that the library’s policies are more restrictive than what is required by law and it infringes upon First Amendment rights by unnecessarily restricting access to information.

Sonnet Ireland – Slidell, LA. She stated that *The Hate U Give* was one of the top 10 most challenged books from 2017 to 2021. She stated that the sexual content in the book is not really sexual, and the law is very vague. She suspects that the staff are not sure what to do because of threats from the public and community leaders, resulting in unintentional self-censoring. She stated that almost a quarter of our population is not white and wondered what it must be like to be the only kid of a minority race at school. She stated that youth of all races should be able to read this book. She noted that some of the complaints were about the language used in the book and stated that it is unlikely that teens have not heard the “F” word and the “N” word. She spoke of high teen pregnancy rates and low literacy rates.

Rebecca Bohm – She stated that the book is moving, powerful, and addresses race relations and difficulties faced by black Americans. She stated that the book can help black teens understand issues that affect them and can teach white teens to be empathetic to these issues. She stated that the book is a learning tool to educate people about racial injustice. She noted that her daughter read this book in the gifted program in high school. She stated that there is no reason to move the book to the Adult section. She understands why library staff felt it was necessary to move the book, as they have been bullied, harassed, and threatened by members of our community.

Kristen Luchsinger – She stated that the book should be in the Young Adult section. The book is about injustice, identity, and finding one’s voice amidst adversity. She explained that shielding young adults from these issues does not protect them; it isolates them from the tools they need to navigate an imperfect world. She stated the book is honest and fosters understanding, compassion, and critical thinking. She stated that books like this spark conversations and bridge cultural divides.

Robin Schulberg – Covington, LA. She stated that she is a member of the executive committee of the Greater Covington National Association for the Advancement of Colored People (NAACP). She asked for the book to be returned to the Teen section. She explained that she was under the impression that Connie Phillips challenged the book due to inflammatory racial commentary. K. LaRocca explained that C. Phillips’ SOC was rescinded and not reviewed by the Board. R. Schulberg stated that both the book and the movie were wonderful. She spoke about black kids having to navigate two different worlds. She spoke about the trauma that Starr, the main character, experienced when her childhood friend was killed by a police officer and the actions that followed.

Ruth Terry Sipos – Abita Springs, LA. She supports returning the book to the Teen section. She stated that teens go to the library to browse, therefore removing the book from the Teen section restricts it from its intended readers. She noted that 182 people checked out the book and she does not think it was because of the content on page 81.

Keith McFarland – Lacombe, LA. He stated that he is a substitute high school teacher in St. Tammany. He explained that he does not want any books banned, but thinks that some should be censored. He stated that banning books could hinder creativity, as it may discourage someone from writing a book about their story because of potential negative reactions from people due to the content. He stated that his story is his story no matter how graphic it is. He stated that writing is an artform and that he can identify with the book *The Hate U Give*. He stated that some books should be censored because the subject matter is not age appropriate due to graphic content or profanity. He pointed out that movies have age ratings, music, cigarettes, and alcohol have warning labels, and medications come with child-proof caps. He stated that these items are censored but not banned.

Terri Taylor Joseph – Covington, LA. She stated that she is speaking as a black woman, a resident, a voter, a library cardholder, a mother of black children, a wife of a black man, a daughter of a black man, and a sister to two black men. She stated that they are not a monolith, but have a shared experience of racism and systemic institutionalized oppression. She shared an example of when her brother and his black friends were stopped on Elysian Fields Ave. by police with guns drawn. She noted that none of the boys were drunk or drinking. One of her brother's friends was sleeping in the back of the van after having football practice all day and did not hear the commotion. The police opened the van door and placed a gun to his head. She emphasized that he could have been killed. She stated that the excuse given to her brother was that there had been a theft in the area with a description of his vehicle, which was a 1988 Astro van. One of her brother's friends was driving a separate group of friends down the same street and was also stopped. He was given the same excuse, even though his vehicle was a Datsun 210. She stated that she would have allowed her daughters to read *The Hate U Give* when they were young teens. She stated that hearing these stories makes us kinder and develops empathy in young adults.

Melanie Todd – Covington, LA. She stated that she is an English teacher at a private high school in Covington. Her husband is white and is a professor at Xavier University, a historically black college in New Orleans. She and her husband are devoted to literature and to supporting communities of color, using their power and privilege to help in any way they can. She stated that she is a fierce defender of the library and applauds the librarians for their efforts. She stated that her son is a privileged, white, middle class child who does not have to rely on the library in the same way as other kids in the community. Students in her class are currently reading *The Hate U Give*, which they chose to read independently. Students who cannot afford to buy the book rely on libraries. She stated that books should provide mirrors, windows, and sliding glass doors. Windows allow a brief look into someone else's world to understand their experience and mirrors provide a way for kids to see themselves in these stories. She asked for the book to be placed in the Teen section.

There was one public comment from an individual who did not wish to speak. They were in favor of the book remaining where library staff originally placed it.

A. Shaw asked why staff chose to put the book in the Adult section. K. LaRocca read the passage on page 81 aloud. She explained that the committee interpreted the description in the passage as "actual simulated or animated touching, caressing, or fondling" of body parts, as described in LA R.S. 25:225(c). K. LaRocca stated that library staff are always going to err on the side of caution with their recommendations. The book is under review by the Board to help decide how to proceed with the placement of the book if they do not agree with the committee's recommendation.

R. Belknap stated that he found the book to be a challenge. He stated that hatred is not just along racial lines. He shared that he came to the United States from Germany as a teen and his classmates called him a Nazi and many other derogatory terms. He stated that some people do not realize just how cruel children can be, and we need to teach them to stop being cruel to each other. He stated that he appreciates the Boy Scouts of America, as that was the one place he felt comfortable and was able to share some of the problems he was experiencing. He stated that we do need books that help us find comfort and to realize that we are not alone. He acknowledged that the totality of the book should be considered, not just specific passages.

C. Gillio stated that she was troubled by the book. She stated that she does not feel that the sexual conduct depicted on page 81 is enough to restrict the book for that reason alone. She stated that if she was a black person she would be offended by the book. She said that the author sends an underlying message that thug life is the norm, but that is not the message one should want to give to young black people or anyone else. She said they should be encouraged to rise above, like President Obama and many other black professionals. She stated that the author refers to pregnant girls in high school, and implies that this is the norm. She stated that the author praises Tupac, referring to him as a thug and a gangster, and praises her agent as the biggest dooper. She agreed that the book inspires empathy, but is disappointed and stated that the author could have done a lot better with it. She stated that while some books appear to defend the minority community and portray them as downtrodden, they in fact seem to be impliedly geared at keeping these people that way. She stated that we do not want young people to read this and think that this is cool. She read a passage aloud and said that it sends a message of violence against women. She told the public that she has listened to their feedback and asked them to understand that some of the books they consider empathetic carry an underlying tone that sends the wrong message to young people.

C. Gillio asked about censorship policies and the possibility of placing a warning label on the books, instead of moving books to other sections. K. LaRocca explained that the card system currently works on the specific collections and placing a label on the item would not prevent checkout. E. Couvillon added that there has been discussion by the prior Board of labeling certain books rather than moving them. She explained that if the Board is not voting on the basis of sexual content, then the book would not necessarily fall under the same restrictions that apply to material containing sexual content and where they are shelved in the library. E. Couvillon explained that the Board could make a motion contingent upon the future implementation of that process or can postpone the vote on this Statement of Concern in order to implement a policy and procedure.

Vote: C. Gillio moved to postpone the vote in order to implement a policy and procedure for utilizing warning labels for certain materials. It was seconded by R. Belknap.

There was inaudible public comment from the audience. E. Couvillon explained that if this vote is postponed, there will be an opportunity for more public comment when the book is placed on the agenda for a future meeting.

Roll call vote: Belknap: Yes Cooper: Yes Georges: No Gillio: Yes Kesler: No Myers: No Shaw: No

Motion to postpone failed.

P. Georges moved to return *The Hate U Give* back to the Teen fiction collection. It was seconded by M. Cooper.

Roll call vote: Belknap: No Cooper: Yes Georges: Yes Gillio: No Kesler: No Myers: No Shaw: No
Motion to return the book to the Teen Fiction collection failed.

J. Kesler moved to affirm the committee's recommendation for *The Hate U Give* to remain in the Adult collection. It was seconded by T. Myers. T. Myers clarified that she does not think that anyone is recommending removing the book from the library. She explained that children need guidance in their exposure to stories like this and it should be a parent's prerogative whether or not their child can access such materials.

Roll call vote: Belknap: Yes Cooper: Yes Georges: Yes Gillio: Yes Kesler: Yes Myers: Yes Shaw: Yes

Motion carried.

E. Statement of Concern Decision - *Triangles*

K. LaRocca presented the Statements of Concern for the book *Triangles* by Ellen Hopkins. The statements were submitted by Rosalind Murr and Sabrina Scott. K. LaRocca noted that both statements were submitted in November 2022, prior to the requirement that the complainant must be a St. Tammany Parish resident. The committee reviewed both statements, even though one of the complainants lives in Youngsville, LA. K. LaRocca read the statement from R. Murr aloud.

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

Reason given: "This is breaking child"

K. LaRocca read the statement from S. Scott aloud.

The recommended action by S. Scott is: "Restrict access to minors via age verification. Book should be placed in an age restricted section of the library in order to protect children from graphic content while browsing. Ellen Hopkins books should be removed from the STPL system. We should not be funding these types of books. Adults can purchase privately if desired."

Reason given: "Strong sexual content involving minors, derogatory [sic] racial slurs, dysfunctional sexual behaviors involving manipulation, mind games, may trigger or entice adolescents with low self esteem, underage sexual discussion, externalizing self value through promiscuous sexual behavior. Alcohol and drug abuse and risky behavior associated with it. Grossly demeaning [sic] sexual behavior, as well as drug and alcohol abuse that add no value to society."

K. LaRocca reviewed the book résumé which includes the publisher's summary, number of print copies STPL owns (2), total circulation on all print copies (75), comparable library system statistics, reviews by *Library Journal*, *Publishers Weekly*, and *Booklist*. A total of 958 public libraries across the nation own copies of the book. The title is shelved in the Adult Fiction collection with Fic Hopk as the call number.

K. LaRocca reviewed the committee's evaluation of the title which includes demographics of the committee members, the committee's report, and the committee's recommendation.

The complainant, R. Murr, suggested removing the book from the children's section, but the committee noted that the book is currently and always has been shelved in the Adult Fiction collection. The main characters are adult women in their thirties with families and the subject matter is not appealing to children and teens. In compliance with LA R.S. 25:225, the library card system does not allow any minor with a Restricted or Semi-restricted card to check out the book in the library. The title does not show up in any search utilizing the Kids Catalog.

Since the complainant, R. Scott, cites the Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. The committee did not find a violation of the statute. R. Scott also cites LA R.S. 17:100.7 concerning internet access in public schools, which has no bearing on this Statement of Concern. R. Scott also cites LA R.S. 14:81.1 concerning pornography involving juveniles. The committee did not find any pornography involving juveniles.

Summary of Committee Report: The committee did not find the material to be inappropriate to the average adult applying contemporary community standards with respect to what is suitable for minors and the book was not written for minors. While Hopkins is noted for writing fiction for teens, this particular book is intended for adults.

Options for the Board: The Board could choose to keep the book in the Adult Fiction section, restrict the book behind the circulation desk, or remove the book from the collection.

Committee Recommendation: The book should remain in Adult Fiction where it is restricted to minors by parental or guardian choice with our card system.

Public Comment:

Rosalind Murr and Sabrina Scott, the individuals who submitted the Statements of Concern for *Triangles*, were offered five minutes for public comment. Neither individual was in attendance and neither appeared for public comment.

Kevin Marino – Mandeville, LA. He stated that a non-resident of St. Tammany asked for the book to be removed from the library, which is clearly an act of banning. He referenced Supreme Court case *Sund v. Wichita Falls* that talks about unconstitutional stigmas that result from moving books to incorrect locations. He stated that S. Scott suggested that adults can purchase the book for themselves, but K. Marino noted over 11% of St. Tammany Parish residents live in poverty. He referenced the Supreme Court case *Miller v. California* which resulted in establishing the Miller Test that helps determine if content is obscene. He agreed that obscene books should not be in the library and asserted that there are no obscene or pornographic materials in the library.

Sonnet Ireland – Slidell, LA. She asked if we are going to tear apart other books such as James Patterson's novels, which are both sexual and violent. She stated that there are many books that are very sexual and recommended just not reading them if one does not like that type of book. She spoke of the tiered card system and said that parents should be in charge of their own kids. She emphasized that it is an adult book that is being challenged and suggested that the library not review adult books. She

noted that libraries do not rate movies; instead, a government entity is responsible for that. She added that books far outnumber movies.

Jean Wiggan – Abita Springs, LA. She stated that the people who submitted the SOC's are taking away the rights of the professional librarians, whom she trusts. She stated that those who wish to make decisions about books should go to library school. She stated that she does not want anyone in this Parish telling her what she can read.

Rebecca Bohm – She stated that the SOC's for *Triangles* should be dismissed and noted that one of the complainants does not live in St. Tammany Parish. She emphasized that the book is appropriately shelved in the Adult section. She stated that the book addresses issues that affect women in life, such as addiction and sexual assault. She referenced an earlier comment that referred to the black community as "these people" and felt that it was a racist remark. She recommended two books, *White Fragility* and *So You Want to Talk About Race*, to educate them.

Kristen Luchsinger – She stated that the book is an adult book located in the Adult Fiction section and the complainants are not present to defend their challenge.

Barbara Mamoulides – Mandeville, LA. She stated that this is an adult book located in the Adult Fiction section. She acknowledged that this book and many others may not be everyone's cup of tea. She stated that the complainants comment that she "heard" that the book has problematic issues is a red flag that she may be looking for problems.

Ruth Terry Sipos – She shared a story about listening to an audiobook on a CD player years ago. A man asked her what she was listening to and where she buys her audiobooks. She told him she gets them from her library and that is why she pays taxes. She stated that this book is already in the Adult section. She appreciates that the library has books of various genres, even ones that she does not read.

Jamie Segura – Covington, LA. She noted that the book has been on the shelf since 2017 without any challenges, but now it has suddenly become a problem. She stated that the book is in the Adult section and the Board should not tell her what she can and cannot read. She asked how many members of the library board have library cards. C. Gillio stated that she does have a library card and utilizes the library.

Lisa Rustemeyer – She stated that she did not read the book, but noted that it has always been in the Adult section. She spoke about streamlining the process by not spending time reviewing SOC's on adult books submitted by individuals who do not show up to defend their challenge and who are not residents of St. Tammany Parish. She stated that parents have rights and responsibilities to parent their children in public spaces. She stated that adults should be able to freely read what they wish in a public library.

Terri Taylor Joseph – She stated that her parents were married for nearly 55 years before her mother passed away. She stated that she has never lived in the hood, has a master's degree, and thinks for herself. She stated that she has not read this book, but has an open mind. She reiterated that the book is in the Adult section. She stated that it would be offensive for the Board to ban this book, but it's even more offensive for someone to tell her how she should think or what she should be offended by. She stated for the record that she is not offended by any of the books that were discussed at the meeting.

There was one public comment from an individual who did not wish to speak. They were in favor of the book remaining where library staff originally placed it.

Vote:

T. Myers moved to affirm the committee's recommendation for *Triangles* to remain in the Adult Fiction collection. It was seconded by P. Georges.

Roll call vote: Belknap: Yes Cooper: Yes Georges: Yes Gillio: Yes Kesler: Yes Myers: Yes Shaw: Yes

Motion carried.

3. Adjournment

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

Pam Georges, Secretary/Treasurer

Election to fill vacancy of board position – Vice President

**St. Tammany Parish Library - General Fund
Balance Sheet
November 30, 2024**

Nov 2

ASSETS

Current Assets

Cash	\$	7,418,765.76
Cash - Health Claims		(22,014.39)
Due from Paylocity		726.78
Returned Checks		0.00
Ad Valorem Receivable - 2024		11,435,316.75
Ad Valorem Receivable - 2025		0.00
Ad Valorem Receivable - 2023		0.00
Due from State of Louisiana		226,751.09
Prepaid Expenses		45,142.98

Total Current Assets **19,104,688.97**

Other Assets

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

Total Assets **\$ 19,106,669.97**

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts Payable	\$	1,943.92
Accrued Expenses		32,787.00
Accrued Salaries		186,574.09
Deferred Inflows - Ad Valorem		357,579.00
Elective Benefits Payable		(2,886.83)
Retirement Payable		137,241.78
Health Claims Payable		196,493.55
Due to Employee		219.82

Total Current Liabilities **909,952.33**

Fund Balance

Fund Balance		18,196,717.64
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Total Fund Balance **18,196,717.64**

Total Liabilities & Fund Balance **\$ 19,106,669.97**

St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the Eleven Months Ending November 30, 2024

Nov 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	\$ 1,039,574.25	\$ 11,573,578.23	11,435,316.75	(138,261.48)	101.21
State Revenue Sharing	22,025.17	242,276.87	242,276.87	0.00	100.00
Fines/Fees	8,007.00	89,512.55	69,666.63	(19,845.92)	128.49
Interest Income	11,416.59	188,067.46	177,833.37	(10,234.09)	105.75
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	115.14	17,387.80	45,833.37	28,445.57	37.94
Miscellaneous Income	0.00	4,618.28	0.00	(4,618.28)	0.00
Summer Reading Shirt Sales	0.00	1,409.68	1,943.37	533.69	72.54
Total Revenues	1,081,138.15	12,116,850.87	11,972,870.36	(143,980.51)	101.20
Expenditures					
Library Administration	398,046.18	4,900,433.60	5,229,583.37	329,149.77	93.71
Employee Benefits	205,944.34	1,952,960.18	2,118,856.74	165,896.56	92.17
Advertising,Dues & Subscriptio	3,864.63	34,810.08	50,875.00	16,064.92	68.42
Signage	0.00	774.38	1,833.37	1,058.99	42.24
Printing, Duplicating & Bindin	1,884.19	17,525.74	21,083.37	3,557.63	83.13
Promotional Production	0.00	14,941.12	13,750.00	(1,191.12)	108.66
Utilities	20,562.86	272,844.27	309,347.50	36,503.23	88.20
Communications	6,985.28	95,129.34	124,483.26	29,353.92	76.42
Leases	26,424.52	295,071.64	304,104.24	9,032.60	97.03
Maintenance of Property & Equi	35,290.44	596,576.72	631,354.13	34,777.41	94.49
Maintenance Services (Building	12,835.21	211,903.57	248,971.25	37,067.68	85.11
Professional Services	13,076.44	245,917.68	256,139.73	10,222.05	96.01
Insurance and Claims	0.00	298,120.16	273,546.24	(24,573.92)	108.98
Operating Supplies	18,354.61	179,781.87	176,870.87	(2,911.00)	101.65
Travel & Continuing Education	8,986.23	46,734.79	63,250.00	16,515.21	73.89
Public Relations/Programming	8,661.10	103,926.08	114,766.74	10,840.66	90.55
Capital Outlay-Non-Book Acq.	44,291.77	451,849.13	524,333.59	72,484.46	86.18
Capital Outlay-library Res. Ac	161,966.87	1,354,435.30	1,317,708.26	(36,727.04)	102.79
Outreach	121,150.02	294,884.61	389,583.26	94,698.65	75.69
Total Expenditures	1,088,324.69	11,368,620.26	12,170,440.92	801,820.66	93.41
Excess of Revenues/(Expenditur	\$ (7,186.54)	\$ 748,230.61	(197,570.56)	(945,801.17)	(378.72)

St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Eleven Months Ending November 30, 2024

Nov 4

Beginning Fund Balance	\$	17,448,487.03
Net Income		748,230.61
		<hr/>
Ending Fund Balance	\$	<u>18,196,717.64</u>

Nov 5

SUPPLEMENTAL INFORMATION

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eleven Months Ending November 30, 2024

NOV 6

	<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	\$ 398,046.18	\$ 4,900,433.60	\$ 5,229,583.37	329,149.77	93.71
Total	\$ 398,046.18	\$ 4,900,433.60	\$ 5,229,583.37	329,149.77	93.71
Employee Benefits					
FICA/ Supplemental Retirement	\$ 8,970.03	\$ 108,044.85	\$ 110,000.00	1,955.15	98.22
Retirement Contributions	37,409.87	484,434.15	487,190.00	2,755.85	99.43
Health Insurance Expense	27,699.07	293,825.90	403,333.37	109,507.47	72.85
Health Trust	131,356.55	1,047,519.60	1,097,250.00	49,730.40	95.47
Worker's Compensation Expense	0.00	18,626.86	20,166.74	1,539.88	92.36
Employee Miscellaneous	508.82	508.82	916.63	407.81	55.51
Total	\$ 205,944.34	\$ 1,952,960.18	\$ 2,118,856.74	165,896.56	92.17
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ 2,099.58	\$ 6,262.07	\$ 14,208.37	7,946.30	44.07
Membership Dues	119.57	5,584.57	6,875.00	1,290.43	81.23
Advertising	1,645.48	22,963.44	29,791.63	6,828.19	77.08
Total	\$ 3,864.63	\$ 34,810.08	\$ 50,875.00	16,064.92	68.42
Signage					
Signage	\$ 0.00	\$ 774.38	\$ 1,833.37	1,058.99	42.24
Total	\$ 0.00	\$ 774.38	\$ 1,833.37	1,058.99	42.24
Printing, Duplicating & Binding					
Printing	\$ 1,884.19	\$ 12,832.22	\$ 11,916.63	(915.59)	107.68
Book Binding	0.00	0.00	4,583.37	4,583.37	0.00
Patron Cards	0.00	4,693.52	4,583.37	(110.15)	102.40
Total	\$ 1,884.19	\$ 17,525.74	\$ 21,083.37	3,557.63	83.13
Promotional Production					
Promotional Production	\$ 0.00	\$ 14,941.12	\$ 13,750.00	(1,191.12)	108.66
Total	\$ 0.00	\$ 14,941.12	\$ 13,750.00	(1,191.12)	108.66

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eleven Months Ending November 30, 2024

Nov 7

	<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	\$ 17,437.96	\$ 232,219.59	\$ 263,285.00	31,065.41	88.20
Gas	105.68	2,131.39	2,979.13	847.74	71.54
Water	3,019.22	38,493.29	43,083.37	4,590.08	89.35
Total	\$ 20,562.86	\$ 272,844.27	\$ 309,347.50	36,503.23	88.20
Communications					
Postage	\$ 0.00	\$ 10,268.86	\$ 17,416.63	7,147.77	58.96
Voice Line	4,385.55	56,931.37	71,041.63	14,110.26	80.14
Data Lines (Internet)	2,573.20	27,750.14	35,108.37	7,358.23	79.04
Courier/Shipping	26.53	178.97	916.63	737.66	19.52
Total	\$ 6,985.28	\$ 95,129.34	\$ 124,483.26	29,353.92	76.42
Leases					
Building Lease Expense	\$ 26,424.52	\$ 292,598.46	\$ 296,083.37	3,484.91	98.82
Equipment Lease Expense	0.00	2,473.18	5,500.00	3,026.82	44.97
Vehicle Lease Expense	0.00	0.00	2,520.87	2,520.87	0.00
Total	\$ 26,424.52	\$ 295,071.64	\$ 304,104.24	9,032.60	97.03
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 19,069.98	\$ 195,657.19	\$ 197,083.37	1,426.18	99.28
Grounds/Lawn Maintenance	6,763.00	69,065.00	77,916.63	8,851.63	88.64
Maintenance Supplies	1,516.72	8,488.16	9,166.63	678.47	92.60
Fuel & Lube	2,174.90	25,644.00	30,250.00	4,606.00	84.77
Vehicle Repairs	1,299.56	9,469.70	9,166.63	(303.07)	103.31
Small Tools	0.00	2,793.53	2,750.00	(43.53)	101.58
Office Machine & Equip Repair	0.00	718.52	916.63	198.11	78.39
Network Utility Software	4,466.28	154,205.73	144,145.87	(10,059.86)	106.98
Solinet (OCLC) Cost	0.00	31,820.27	29,333.37	(2,486.90)	108.48
Polaris Maintenance	0.00	54,914.33	50,416.63	(4,497.70)	108.92
PC Network Maintenance & Repai	0.00	8,091.65	10,541.74	2,450.09	76.76
Hurricane Disaster Costs	0.00	35,708.64	69,666.63	33,957.99	51.26
Total	\$ 35,290.44	\$ 596,576.72	\$ 631,354.13	34,777.41	94.49
Maintenance of Services (Buildings)					
Physical Plant	\$ 3,843.17	\$ 130,852.20	\$ 137,500.00	6,647.80	95.17
Plumbing, Heating and AC	2,777.55	49,531.38	60,958.37	11,426.99	81.25
Electrical	0.00	3,388.61	11,916.63	8,528.02	28.44
Sanitation	434.49	6,536.38	11,000.00	4,463.62	59.42

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eleven Months Ending November 30, 2024

Nov 8

	<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>
Pest Control	0.00	6,195.00	6,920.87	725.87	89.51
Termite Contract	420.00	2,775.00	4,175.38	1,400.38	66.46
Carpet Cleaning	5,360.00	12,625.00	16,500.00	3,875.00	76.52
Total	\$ 12,835.21	\$ 211,903.57	\$ 248,971.25	37,067.68	85.11
Professional Services					
Payroll Service Fees	\$ 4,030.73	\$ 36,658.22	\$ 35,383.37	(1,274.85)	103.60
Financial	756.25	47,287.90	46,750.00	(537.90)	101.15
Consultants	29.99	51,514.04	64,166.74	12,652.70	80.28
Security	512.34	6,564.00	12,833.37	6,269.37	51.15
Web Design Consultant	7,747.13	87,893.52	82,339.62	(5,553.90)	106.75
Movers	0.00	16,000.00	14,666.63	(1,333.37)	109.09
Total	\$ 13,076.44	\$ 245,917.68	\$ 256,139.73	10,222.05	96.01
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 199,811.83	\$ 183,333.37	(16,478.46)	108.99
Flood Insurance	0.00	29,563.00	27,133.37	(2,429.63)	108.95
Vehicle Insurance	0.00	38,460.00	35,255.00	(3,205.00)	109.09
LBOC Liability	0.00	4,607.33	4,286.37	(320.96)	107.49
General Liability	0.00	25,678.00	23,538.13	(2,139.87)	109.09
Total	\$ 0.00	\$ 298,120.16	\$ 273,546.24	(24,573.92)	108.98
Operating Supplies					
Office Supplies	\$ 4,172.27	\$ 30,142.36	\$ 30,250.00	107.64	99.64
Bank Service Charges	1,574.30	15,772.86	15,125.00	(647.86)	104.28
Book Preparation Supplies	6,341.49	43,265.45	43,083.37	(182.08)	100.42
Computer/Printer Supplies	5,680.66	81,885.50	79,475.00	(2,410.50)	103.03
Programming Supplies	585.89	8,715.70	8,937.50	221.80	97.52
Total	\$ 18,354.61	\$ 179,781.87	\$ 176,870.87	(2,911.00)	101.65
Travel and Continuing Education					
Staff Travel - Local	\$ 2,476.41	\$ 16,354.03	\$ 20,166.63	3,812.60	81.09
Library In-service Training	4,657.68	9,062.42	11,000.00	1,937.58	82.39
Conventions & Seminars	1,852.14	21,318.34	32,083.37	10,765.03	66.45
Total	\$ 8,986.23	\$ 46,734.79	\$ 63,250.00	16,515.21	73.89

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eleven Months Ending November 30, 2024

Nov 9

	<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	\$ 1,246.66	\$ 35,774.50	\$ 41,250.00	5,475.50	86.73
Summer Reading T-shirts	0.00	6,290.63	6,600.00	309.37	95.31
Adult Programming	1,670.08	34,797.76	34,833.37	35.61	99.90
Young Adult Programming	73.73	14,596.09	13,750.00	(846.09)	106.15
Juvenile Programming	5,670.63	12,467.10	18,333.37	5,866.27	68.00
Total	\$ 8,661.10	\$ 103,926.08	\$ 114,766.74	10,840.66	90.55
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 4,970.00	\$ 27,027.06	\$ 60,500.00	33,472.94	44.67
Imp Phys Plant	22,434.51	91,239.73	100,833.37	9,593.64	90.49
Vehicles	0.00	42,632.37	39,416.74	(3,215.63)	108.16
Office Equip, Furn & Shelving	441.49	23,735.44	55,000.00	31,264.56	43.16
Telephones & Telephone Syste	0.00	11,896.97	11,000.00	(896.97)	108.15
PC Network	5,184.63	144,441.64	149,416.74	4,975.10	96.67
Integrated Lib Automation Sys	0.00	6,726.02	7,333.37	607.35	91.72
Cameras	0.00	2,100.00	5,500.00	3,400.00	38.18
Audio/Visual Equipment	11,261.14	102,049.90	95,333.37	(6,716.53)	107.05
Total	\$ 44,291.77	\$ 451,849.13	\$ 524,333.59	72,484.46	86.18
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 17,925.63	\$ 198,136.55	\$ 187,916.63	(10,219.92)	105.44
Lease/Purchase Books	0.00	10,966.20	10,450.00	(516.20)	104.94
Juvenile Books	41,433.89	96,026.52	96,250.00	223.48	99.77
Young Adults	4,196.62	14,038.36	13,750.00	(288.36)	102.10
Music Recordings	522.25	2,393.21	2,291.63	(101.58)	104.43
Adult Reference	6,990.46	99,940.81	101,750.00	1,809.19	98.22
Juvenile Reference	2,034.97	36,805.93	41,250.00	4,444.07	89.23
Periodicals	296.40	49,425.37	45,833.37	(3,592.00)	107.84
Audio Recordings	2,198.49	9,422.11	9,258.37	(163.74)	101.77
Video Recordings	16,386.35	54,119.13	55,000.00	880.87	98.40
Genealogy	741.55	7,050.33	6,416.63	(633.70)	109.88
Microfilm	0.00	2,500.00	2,291.63	(208.37)	109.09
Downloadable Media	38,437.26	403,653.24	380,416.63	(23,236.61)	106.11
CD/Software	0.00	59,841.42	59,583.37	(258.05)	100.43
Internet Database Subscription	30,803.00	310,116.12	305,250.00	(4,866.12)	101.59
Total	\$ 161,966.87	\$ 1,354,435.30	\$ 1,317,708.26	(36,727.04)	102.79

Capital Expenditures

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eleven Months Ending November 30, 2024

Nov 10

	<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>
Outreach FF & E	\$ 4,523.60	\$ 14,050.35	\$ 22,916.63	8,866.28	61.31
Outreach Vehicle	0.00	55,566.00	146,666.63	91,100.63	37.89
Outreach Opening Day Collectio	9,131.05	55,438.53	55,000.00	(438.53)	100.80
Causeway FF & E	94,716.00	124,426.42	119,166.63	(5,259.79)	104.41
Covington FF&E & Acoustic Wor	12,779.37	45,403.31	45,833.37	430.06	99.06
Total	\$ 121,150.02	\$ 294,884.61	\$ 389,583.26	94,698.65	75.69

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

Dec 2

ASSETS

Current Assets

Cash	\$	6,370,230.98
Cash - Health Claims		(52,536.57)
Due from Paylocity		726.78
Returned Checks		0.00
Ad Valorem Receivable - 2024		12,474,891.00
Ad Valorem Receivable - 2025		0.00
Ad Valorem Receivable - 2023		0.00
Due from State of Louisiana		248,776.26
Prepaid Expenses		45,142.98

Total Current Assets **19,087,231.43**

Other Assets

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

Total Assets **\$ 19,089,212.43**

LIABILITIES AND FUND BALANCE

Current Liabilities

Accrued Salaries	\$	186,574.09
Deferred Inflows - Ad Valorem		357,579.00
Elective Benefits Payable		(1,843.77)
Retirement Payable		242,234.93
Health Claims Payable		196,493.55

Total Current Liabilities **981,037.80**

Fund Balance

Fund Balance		18,108,174.63
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Total Fund Balance **18,108,174.63**

Total Liabilities & Fund Balance **\$ 19,089,212.43**

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

Dec 3

Beginning Fund Balance	\$	17,448,487.03
Net Income		659,687.60
		<hr/>
Ending Fund Balance	\$	<u>18,108,174.63</u>

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

Dec 4

	<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	\$ 1,039,574.25	\$ 12,613,152.48	12,474,891.00	(138,261.48)	101.11
State Revenue Sharing	22,025.17	264,302.04	264,302.04	0.00	100.00
Fines/Fees	6,752.03	96,264.58	76,000.00	(20,264.58)	126.66
Interest Income	10,153.49	198,220.95	194,000.00	(4,220.95)	102.18
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	6,387.73	23,775.53	50,000.00	26,224.47	47.55
Miscellaneous Income	280.27	4,898.55	0.00	(4,898.55)	0.00
Summer Reading Shirt Sales	0.00	1,409.68	2,120.00	710.32	66.49
Total Revenues	1,085,172.94	13,202,023.81	13,061,313.04	(140,710.77)	101.08
Expenditures					
Library Administration	600,420.62	5,500,854.22	5,705,000.00	204,145.78	96.42
Employee Benefits	136,281.05	2,089,241.23	2,311,480.00	222,238.77	90.39
Advertising,Dues & Subscriptio	291.20	35,101.28	55,500.00	20,398.72	63.25
Signage	292.00	1,066.38	2,000.00	933.62	53.32
Printing, Duplicating & Bindin	4,491.67	22,017.41	23,000.00	982.59	95.73
Promotional Production	0.00	14,941.12	15,000.00	58.88	99.61
Utilities	32,252.62	305,096.89	337,470.00	32,373.11	90.41
Communications	11,148.80	106,278.14	135,800.00	29,521.86	78.26
Leases	26,714.65	321,786.29	331,750.00	9,963.71	97.00
Maintenance of Property & Equi	32,911.60	629,488.32	688,750.00	59,261.68	91.40
Maintenance Services (Building	46,669.42	258,572.99	271,605.00	13,032.01	95.20
Professional Services	19,686.99	265,604.67	279,425.00	13,820.33	95.05
Insurance and Claims	0.00	298,120.16	298,414.00	293.84	99.90
Operating Supplies	11,522.13	191,304.00	192,950.00	1,646.00	99.15
Travel & Continuing Education	(183.64)	46,551.15	69,000.00	22,448.85	67.47
Public Relations/Programming	9,941.08	113,867.16	125,200.00	11,332.84	90.95
Capital Outlay-Non-Book Acq.	106,331.68	558,180.81	572,000.00	13,819.19	97.58
Capital Outlay-library Res. Ac	55,227.98	1,409,663.28	1,437,500.00	27,836.72	98.06
Outreach	79,716.10	374,600.71	425,000.00	50,399.29	88.14
Total Expenditures	1,173,715.95	12,542,336.21	13,276,844.00	734,507.79	94.47
Excess of Revenues/(Expenditur	\$ (88,543.01)	\$ 659,687.60	(215,530.96)	(875,218.56)	(306.08)

Dec 5

SUPPLEMENTAL INFORMATION

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

Dec 6

	<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	\$ 600,420.62	\$ 5,500,854.22	\$ 5,705,000.00	204,145.78	96.42
Total	\$ 600,420.62	\$ 5,500,854.22	\$ 5,705,000.00	204,145.78	96.42
Employee Benefits					
FICA/ Supplemental Retirement	\$ 13,157.07	\$ 121,201.92	\$ 120,000.00	(1,201.92)	101.00
Retirement Contributions	57,557.93	541,992.08	531,480.00	(10,512.08)	101.98
Health Insurance Expense	20,628.81	314,454.71	440,000.00	125,545.29	71.47
Health Trust	41,570.38	1,089,089.98	1,197,000.00	107,910.02	90.98
Worker's Compensation Expense	2,998.50	21,625.36	22,000.00	374.64	98.30
Employee Miscellaneous	368.36	877.18	1,000.00	122.82	87.72
Total	\$ 136,281.05	\$ 2,089,241.23	\$ 2,311,480.00	222,238.77	90.39
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ (415.80)	\$ 5,846.27	\$ 15,500.00	9,653.73	37.72
Membership Dues	403.00	5,987.57	7,500.00	1,512.43	79.83
Advertising	304.00	23,267.44	32,500.00	9,232.56	71.59
Total	\$ 291.20	\$ 35,101.28	\$ 55,500.00	20,398.72	63.25
Signage					
Signage	\$ 292.00	\$ 1,066.38	\$ 2,000.00	933.62	53.32
Total	\$ 292.00	\$ 1,066.38	\$ 2,000.00	933.62	53.32
Printing, Duplicating & Binding					
Printing	\$ 54.27	\$ 12,886.49	\$ 13,000.00	113.51	99.13
Book Binding	4,437.40	4,437.40	5,000.00	562.60	88.75
Patron Cards	0.00	4,693.52	5,000.00	306.48	93.87
Total	\$ 4,491.67	\$ 22,017.41	\$ 23,000.00	982.59	95.73
Promotional Production					
Promotional Production	\$ 0.00	\$ 14,941.12	\$ 15,000.00	58.88	99.61
Total	\$ 0.00	\$ 14,941.12	\$ 15,000.00	58.88	99.61

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

Dec 7

	<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	\$ 28,286.88	\$ 260,506.47	\$ 287,220.00	26,713.53	90.70
Gas	126.99	2,258.38	3,250.00	991.62	69.49
Water	3,838.75	42,332.04	47,000.00	4,667.96	90.07
Total	<u>\$ 32,252.62</u>	<u>\$ 305,096.89</u>	<u>\$ 337,470.00</u>	<u>32,373.11</u>	<u>90.41</u>
Communications					
Postage	\$ 4,020.90	\$ 14,289.76	\$ 19,000.00	4,710.24	75.21
Voice Line	4,499.52	61,430.89	77,500.00	16,069.11	79.27
Data Lines (Internet)	2,573.20	30,323.34	38,300.00	7,976.66	79.17
Courier/Shipping	55.18	234.15	1,000.00	765.85	23.42
Total	<u>\$ 11,148.80</u>	<u>\$ 106,278.14</u>	<u>\$ 135,800.00</u>	<u>29,521.86</u>	<u>78.26</u>
Leases					
Building Lease Expense	\$ 26,445.52	\$ 319,043.98	\$ 323,000.00	3,956.02	98.78
Equipment Lease Expense	269.13	2,742.31	6,000.00	3,257.69	45.71
Vehicle Lease Expense	0.00	0.00	2,750.00	2,750.00	0.00
Total	<u>\$ 26,714.65</u>	<u>\$ 321,786.29</u>	<u>\$ 331,750.00</u>	<u>9,963.71</u>	<u>97.00</u>
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 17,941.25	\$ 213,598.44	\$ 215,000.00	1,401.56	99.35
Grounds/Lawn Maintenance	10,918.07	79,983.07	85,000.00	5,016.93	94.10
Maintenance Supplies	150.16	8,638.32	10,000.00	1,361.68	86.38
Fuel & Lube	115.97	25,759.97	33,000.00	7,240.03	78.06
Vehicle Repairs	250.00	9,719.70	10,000.00	280.30	97.20
Small Tools	0.00	2,793.53	3,000.00	206.47	93.12
Office Machine & Equip Repair	0.00	718.52	1,000.00	281.48	71.85
Network Utility Software	2,094.00	156,299.73	157,250.00	950.27	99.40
Solinet (OCLC) Cost	0.00	31,820.27	32,000.00	179.73	99.44
Polaris Maintenance	0.00	54,914.33	55,000.00	85.67	99.84
PC Network Maintenance & Repai	1,442.15	9,533.80	11,500.00	1,966.20	82.90
Hurricane Disaster Costs	0.00	35,708.64	76,000.00	40,291.36	46.99
Total	<u>\$ 32,911.60</u>	<u>\$ 629,488.32</u>	<u>\$ 688,750.00</u>	<u>59,261.68</u>	<u>91.40</u>
Maintenance of Services (Buildings)					
Physical Plant	\$ 9,087.43	\$ 139,939.63	\$ 150,000.00	10,060.37	93.29
Plumbing, Heating and AC	16,302.91	65,834.29	66,500.00	665.71	99.00
Electrical	9,400.71	12,789.32	13,000.00	210.68	98.38
Sanitation	5,463.37	11,999.75	12,000.00	0.25	100.00

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

Dec 8

	<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>
Pest Control	1,305.00	7,500.00	7,550.00	50.00	99.34
Termite Contract	170.00	2,945.00	4,555.00	1,610.00	64.65
Carpet Cleaning	4,940.00	17,565.00	18,000.00	435.00	97.58
Total	\$ 46,669.42	\$ 258,572.99	\$ 271,605.00	13,032.01	95.20
Professional Services					
Payroll Service Fees	\$ 3,030.73	\$ 39,688.95	\$ 38,600.00	(1,088.95)	102.82
Financial	1,030.00	48,317.90	51,000.00	2,682.10	94.74
Consultants	15,081.58	66,595.62	70,000.00	3,404.38	95.14
Security	544.68	7,108.68	14,000.00	6,891.32	50.78
Web Design Consultant	0.00	87,893.52	89,825.00	1,931.48	97.85
Movers	0.00	16,000.00	16,000.00	0.00	100.00
Total	\$ 19,686.99	\$ 265,604.67	\$ 279,425.00	13,820.33	95.05
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 199,811.83	\$ 200,000.00	188.17	99.91
Flood Insurance	0.00	29,563.00	29,600.00	37.00	99.88
Vehicle Insurance	0.00	38,460.00	38,460.00	0.00	100.00
LBOC Liability	0.00	4,607.33	4,676.00	68.67	98.53
General Liability	0.00	25,678.00	25,678.00	0.00	100.00
Total	\$ 0.00	\$ 298,120.16	\$ 298,414.00	293.84	99.90
Operating Supplies					
Office Supplies	\$ 2,317.98	\$ 32,460.34	\$ 33,000.00	539.66	98.36
Bank Service Charges	1,341.72	17,114.58	16,500.00	(614.58)	103.72
Book Preparation Supplies	3,733.88	46,999.33	47,000.00	0.67	100.00
Computer/Printer Supplies	3,388.86	85,274.36	86,700.00	1,425.64	98.36
Programming Supplies	739.69	9,455.39	9,750.00	294.61	96.98
Total	\$ 11,522.13	\$ 191,304.00	\$ 192,950.00	1,646.00	99.15
Travel and Continuing Education					
Staff Travel - Local	\$ 5,508.78	\$ 21,862.81	\$ 22,000.00	137.19	99.38
Library In-service Training	(4,080.12)	4,982.30	12,000.00	7,017.70	41.52
Conventions & Seminars	(1,612.30)	19,706.04	35,000.00	15,293.96	56.30
Total	\$ (183.64)	\$ 46,551.15	\$ 69,000.00	22,448.85	67.47

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

Dec 9

	<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	\$ 8,627.52	\$ 44,402.02	\$ 45,000.00	597.98	98.67
Summer Reading T-shirts	0.00	6,290.63	7,200.00	909.37	87.37
Adult Programming	1,014.64	35,812.40	38,000.00	2,187.60	94.24
Young Adult Programming	292.41	14,888.50	15,000.00	111.50	99.26
Juvenile Programming	6.51	12,473.61	20,000.00	7,526.39	62.37
Total	\$ 9,941.08	\$ 113,867.16	\$ 125,200.00	11,332.84	90.95
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 36,425.00	\$ 63,452.06	\$ 66,000.00	2,547.94	96.14
Imp Phys Plant	15,650.00	106,889.73	110,000.00	3,110.27	97.17
Vehicles	0.00	42,632.37	43,000.00	367.63	99.15
Office Equip, Furn & Shelving	31,937.66	55,673.10	60,000.00	4,326.90	92.79
Telephones & Telephone Syste	0.00	11,896.97	12,000.00	103.03	99.14
PC Network	17,661.02	162,102.66	163,000.00	897.34	99.45
Integrated Lib Automation Sys	0.00	6,726.02	8,000.00	1,273.98	84.08
Cameras	3,858.00	5,958.00	6,000.00	42.00	99.30
Audio/Visual Equipment	800.00	102,849.90	104,000.00	1,150.10	98.89
Total	\$ 106,331.68	\$ 558,180.81	\$ 572,000.00	13,819.19	97.58
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 6,649.12	\$ 204,785.67	\$ 205,000.00	214.33	99.90
Lease/Purchase Books	0.00	10,966.20	11,400.00	433.80	96.19
Juvenile Books	8,972.88	104,999.40	105,000.00	0.60	100.00
Young Adults	465.82	14,504.18	15,000.00	495.82	96.69
Music Recordings	17.98	2,411.19	2,500.00	88.81	96.45
Adult Reference	10,691.59	110,632.40	111,000.00	367.60	99.67
Juvenile Reference	7,914.64	44,720.57	45,000.00	279.43	99.38
Periodicals	0.00	49,425.37	50,000.00	574.63	98.85
Audio Recordings	449.47	9,871.58	10,100.00	228.42	97.74
Video Recordings	2,125.65	56,244.78	60,000.00	3,755.22	93.74
Genealogy	(105.44)	6,944.89	7,000.00	55.11	99.21
Microfilm	0.00	2,500.00	2,500.00	0.00	100.00
Downloadable Media	16,034.97	419,688.21	415,000.00	(4,688.21)	101.13
CD/Software	2,000.00	61,841.42	65,000.00	3,158.58	95.14
Internet Database Subscription	11.30	310,127.42	333,000.00	22,872.58	93.13
Total	\$ 55,227.98	\$ 1,409,663.28	\$ 1,437,500.00	27,836.72	98.06

Capital Expenditures

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

Dec 10

	<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>
Outreach FF & E	\$ 1,915.91	\$ 15,966.26	\$ 25,000.00	9,033.74	63.87
Outreach Vehicle	64,827.00	120,393.00	160,000.00	39,607.00	75.25
Outreach Opening Day Collectio	4,539.22	59,977.75	60,000.00	22.25	99.96
Causeway FF & E	5,573.58	130,000.00	130,000.00	0.00	100.00
Covington FF&E & Acoustic Wor	2,860.39	48,263.70	50,000.00	1,736.30	96.53
Total	\$ 79,716.10	\$ 374,600.71	\$ 425,000.00	50,399.29	88.14

**St. Tammany Parish Library - General Fund
Balance Sheet
January 31, 2025**

Jan 2

ASSETS

Current Assets

Cash	\$	5,231,944.49
Cash - Health Claims		(39,122.36)
Due from Paylocity		726.78
Returned Checks		0.00
Ad Valorem Receivable - 2024		12,474,891.00
Ad Valorem Receivable - 2025		1,041,666.67
Ad Valorem Receivable - 2023		0.00
Due from State of Louisiana		270,801.43
Prepaid Expenses		45,293.43

Total Current Assets

19,026,201.44

Other Assets

Deposits		1,981.00
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Total Other Assets

1,981.00

Total Assets

\$ 19,028,182.44

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts Payable	\$	4,574.00
Accrued Salaries		186,574.09
Deferred Inflows - Ad Valorem		357,579.00
Elective Benefits Payable		(179.89)
Retirement Payable		73,049.66
Health Claims Payable		196,493.55

Total Current Liabilities

818,090.41

Fund Balance

Fund Balance		18,210,092.03
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Total Fund Balance

18,210,092.03

Total Liabilities & Fund Balance

\$ 19,028,182.44

Jan 3

**St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the One Month Ending January 31, 2025**

	<u>Current Period Actual</u>	<u>Year to Date Actual</u>	<u>Yearly Total Budget</u>	<u>Variance</u>	<u>YTD Act to YTD Budget</u>
Revenues					
Ad Valorem Taxes	\$ 1,041,666.67	\$ 1,041,666.67	12,500,000.00	11,458,333.33	8.33
State Revenue Sharing	22,025.17	22,025.17	264,302.00	242,276.83	8.33
Fines/Fees	9,037.11	9,037.11	99,500.00	90,462.89	9.08
Interest Income	8,446.44	8,446.44	179,000.00	170,553.56	4.72
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	31,571.75	31,571.75	30,000.00	(1,571.75)	105.24
Summer Reading Shirt Sales	0.00	0.00	2,120.00	2,120.00	0.00
Total Revenues	1,112,747.14	1,112,747.14	13,074,922.00	11,962,174.86	8.51
Expenditures					
Library Administration	424,348.25	424,348.25	6,090,000.00	5,665,651.75	6.97
Employee Benefits	132,412.18	132,412.18	2,331,480.00	2,199,067.82	5.68
Advertising,Dues & Subscriptio	559.15	559.15	57,000.00	56,440.85	0.98
Signage	0.00	0.00	4,000.00	4,000.00	0.00
Printing, Duplicating & Bindin	740.00	740.00	29,500.00	28,760.00	2.51
Promotional Production	0.00	0.00	20,000.00	20,000.00	0.00
Utilities	27,258.19	27,258.19	335,470.00	308,211.81	8.13
Communications	5,544.66	5,544.66	97,300.00	91,755.34	5.70
Leases	27,055.52	27,055.52	341,750.00	314,694.48	7.92
Maintenance of Property & Equi	92,948.18	92,948.18	695,750.00	602,801.82	13.36
Maintenance Services (Building	10,243.53	10,243.53	281,605.00	271,361.47	3.64
Professional Services	10,402.31	10,402.31	487,925.00	477,522.69	2.13
Insurance and Claims	21,110.00	21,110.00	302,063.00	280,953.00	6.99
Operating Supplies	16,450.24	16,450.24	209,500.00	193,049.76	7.85
Travel & Continuing Education	103.60	103.60	69,000.00	68,896.40	0.15
Public Relations/Programming	6,569.48	6,569.48	136,500.00	129,930.52	4.81
Capital Outlay-Non-Book Acq.	109,055.85	109,055.85	331,000.00	221,944.15	32.95
Capital Outlay-library Res. Ac	123,500.59	123,500.59	1,437,500.00	1,313,999.41	8.59
Outreach	2,528.01	2,528.01	65,000.00	62,471.99	3.89
Total Expenditures	1,010,829.74	1,010,829.74	13,322,343.00	12,311,513.26	7.59
Excess of Revenues/(Expenditur	\$ 101,917.40	\$ 101,917.40	(247,421.00)	(349,338.40)	(41.19)

St. Tammany Parish Library
Statement of Changes in Fund Balance
For the One Month Ending January 31, 2025

Jan 4

Beginning Fund Balance	\$	18,108,174.63
Net Income		101,917.40
		<hr/>
Ending Fund Balance	\$	<u>18,210,092.03</u>

Jan 5

SUPPLEMENTAL INFORMATION

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the One Month Ending January 31, 2025

Jan 6

	<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>
Library Administration					
Library Salaries	\$ 424,348.25	\$ 424,348.25	\$ 6,090,000.00	5,665,651.75	6.97
Total	\$ 424,348.25	\$ 424,348.25	\$ 6,090,000.00	5,665,651.75	6.97
Employee Benefits					
FICA/ Supplemental Retirement	\$ 9,573.15	\$ 9,573.15	\$ 134,000.00	124,426.85	7.14
Retirement Contributions	47,441.64	47,441.64	577,480.00	530,038.36	8.22
Health Insurance Expense	24,704.89	24,704.89	390,000.00	365,295.11	6.33
Health Trust	48,803.44	48,803.44	1,197,000.00	1,148,196.56	4.08
Worker's Compensation Expense	1,889.06	1,889.06	32,000.00	30,110.94	5.90
Employee Miscellaneous	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 132,412.18	\$ 132,412.18	\$ 2,331,480.00	2,199,067.82	5.68
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	559.15	559.15	36,000.00	35,440.85	1.55
Total	\$ 559.15	\$ 559.15	\$ 57,000.00	56,440.85	0.98
Signage					
Signage	\$ 0.00	\$ 0.00	\$ 4,000.00	4,000.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 4,000.00	4,000.00	0.00
Printing, Duplicating & Binding					
Printing	\$ 740.00	\$ 740.00	\$ 19,500.00	18,760.00	3.79
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	\$ 740.00	\$ 740.00	\$ 29,500.00	28,760.00	2.51
Promotional Production					
Promotional Production	\$ 0.00	\$ 0.00	\$ 20,000.00	20,000.00	0.00
Total	\$ 0.00	\$ 0.00	\$ 20,000.00	20,000.00	0.00

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the One Month Ending January 31, 2025

Jan 7

	<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	\$ 23,680.95	\$ 23,680.95	\$ 287,220.00	263,539.05	8.24
Gas	505.45	505.45	3,250.00	2,744.55	15.55
Water	3,071.79	3,071.79	45,000.00	41,928.21	6.83
Total	\$ 27,258.19	\$ 27,258.19	\$ 335,470.00	308,211.81	8.13
Communications					
Postage	\$ 258.00	\$ 258.00	\$ 21,000.00	20,742.00	1.23
Voice Line	2,713.46	2,713.46	44,000.00	41,286.54	6.17
Data Lines (Internet)	2,573.20	2,573.20	31,300.00	28,726.80	8.22
Courier/Shipping	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 5,544.66	\$ 5,544.66	\$ 97,300.00	91,755.34	5.70
Leases					
Building Lease Expense	\$ 26,455.52	\$ 26,455.52	\$ 333,000.00	306,544.48	7.94
Equipment Lease Expense	600.00	600.00	6,000.00	5,400.00	10.00
Vehicle Lease Expense	0.00	0.00	2,750.00	2,750.00	0.00
Total	\$ 27,055.52	\$ 27,055.52	\$ 341,750.00	314,694.48	7.92
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 17,260.40	\$ 17,260.40	\$ 215,000.00	197,739.60	8.03
Grounds/Lawn Maintenance	6,823.00	6,823.00	85,000.00	78,177.00	8.03
Maintenance Supplies	475.06	475.06	10,000.00	9,524.94	4.75
Fuel & Lube	1,723.37	1,723.37	35,000.00	33,276.63	4.92
Vehicle Repairs	98.46	98.46	10,000.00	9,901.54	0.98
Small Tools	0.00	0.00	3,000.00	3,000.00	0.00
Office Machine & Equip Repair	0.00	0.00	1,000.00	1,000.00	0.00
Network Utility Software	11,568.83	11,568.83	228,250.00	216,681.17	5.07
Solinet (OCLC) Cost	0.00	0.00	32,000.00	32,000.00	0.00
Polaris Maintenance	54,999.06	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	\$ 92,948.18	\$ 92,948.18	\$ 695,750.00	602,801.82	13.36
Maintenance of Services (Buildings)					
Physical Plant	\$ 6,413.58	\$ 6,413.58	\$ 160,000.00	153,586.42	4.01
Plumbing, Heating and AC	2,039.97	2,039.97	66,500.00	64,460.03	3.07
Electrical	608.74	608.74	13,000.00	12,391.26	4.68
Sanitation	491.24	491.24	12,000.00	11,508.76	4.09

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the One Month Ending January 31, 2025

Jan 8

	<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	690.00	7,550.00	6,860.00	9.14
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	\$ 10,243.53	\$ 10,243.53	\$ 281,605.00	271,361.47	3.64
Professional Services					
Payroll Service Fees	\$ 3,011.60	\$ 3,011.60	\$ 38,600.00	35,588.40	7.80
Financial Consultants	756.25	756.25	51,000.00	50,243.75	1.48
Security	6,600.50	6,600.50	40,000.00	33,399.50	16.50
Web Design Consultant	33.96	33.96	14,000.00	13,966.04	0.24
Proposals (Ballot)	0.00	0.00	94,325.00	94,325.00	0.00
	0.00	0.00	250,000.00	250,000.00	0.00
Total	\$ 10,402.31	\$ 10,402.31	\$ 487,925.00	477,522.69	2.13
Insurance and Claims					
Library Property Insurance	\$ 4,574.00	\$ 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	0.00	0.00	42,107.00	42,107.00	0.00
LBOC Liability	4,574.00	4,574.00	4,676.00	102.00	97.82
General Liability	11,962.00	11,962.00	25,680.00	13,718.00	46.58
Total	\$ 21,110.00	\$ 21,110.00	\$ 302,063.00	280,953.00	6.99
Operating Supplies					
Office Supplies	\$ 2,981.64	\$ 2,981.64	\$ 33,000.00	30,018.36	9.04
Bank Service Charges	975.55	975.55	16,500.00	15,524.45	5.91
Book Preparation Supplies	3,129.34	3,129.34	49,000.00	45,870.66	6.39
Computer/Printer Supplies	8,367.56	8,367.56	100,000.00	91,632.44	8.37
Programming Supplies	996.15	996.15	11,000.00	10,003.85	9.06
Total	\$ 16,450.24	\$ 16,450.24	\$ 209,500.00	193,049.76	7.85
Travel and Continuing Education					
Staff Travel - Local	\$ 103.60	\$ 103.60	\$ 22,000.00	21,896.40	0.47
Library In-service Training	0.00	0.00	12,000.00	12,000.00	0.00
Conventions & Seminars	0.00	0.00	35,000.00	35,000.00	0.00
Total	\$ 103.60	\$ 103.60	\$ 69,000.00	68,896.40	0.15

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the One Month Ending January 31, 2025

Jan 9

	<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	5,399.17	5,399.17	39,000.00	33,600.83	13.84
Young Adult Programming	46.27	46.27	17,000.00	16,953.73	0.27
Juvenile Programming	1,124.04	1,124.04	22,500.00	21,375.96	5.00
Total	\$ 6,569.48	\$ 6,569.48	\$ 136,500.00	129,930.52	4.81
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 0.00	\$ 0.00	\$ 46,000.00	46,000.00	0.00
Imp Phys Plant	0.00	0.00	90,000.00	90,000.00	0.00
Office Equip, Furn & Shelving	4,076.37	4,076.37	30,000.00	25,923.63	13.59
PC Network	107,507.49	107,507.49	133,000.00	25,492.51	80.83
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	0.00	0.00	20,000.00	20,000.00	0.00
Total	\$ 111,583.86	\$ 111,583.86	\$ 331,000.00	219,416.14	33.71
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 9,933.95	\$ 9,933.95	\$ 205,000.00	195,066.05	4.85
Lease/Purchase Books	0.00	0.00	11,400.00	11,400.00	0.00
Juvenile Books	60.83	60.83	105,000.00	104,939.17	0.06
Young Adults	0.00	0.00	15,000.00	15,000.00	0.00
Music Recordings	0.00	0.00	2,500.00	2,500.00	0.00
Adult Reference	4,488.00	4,488.00	111,000.00	106,512.00	4.04
Juvenile Reference	5,290.65	5,290.65	45,000.00	39,709.35	11.76
Periodicals	179.00	179.00	50,000.00	49,821.00	0.36
Audio Recordings	0.00	0.00	10,100.00	10,100.00	0.00
Video Recordings	454.52	454.52	60,000.00	59,545.48	0.76
Genealogy	0.00	0.00	7,000.00	7,000.00	0.00
Microfilm	2,493.00	2,493.00	2,500.00	7.00	99.72
Downloadable Media	0.00	0.00	415,000.00	415,000.00	0.00
CD/Software	15,493.53	15,493.53	65,000.00	49,506.47	23.84
Internet Database Subscription	85,107.11	85,107.11	333,000.00	247,892.89	25.56
Total	\$ 123,500.59	\$ 123,500.59	\$ 1,437,500.00	1,313,999.41	8.59
Capital Expenditures					
Outreach Vehicle	\$ 0.00	\$ 0.00	\$ 65,000.00	65,000.00	0.00

**St. Tammany Parish Library-General Fund
 Schedule of Expenditures
 For the One Month Ending January 31, 2025**

Jan 10

	<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>
Total	\$ <u>0.00</u>	\$ <u>0.00</u>	\$ <u>65,000.00</u>	<u>65,000.00</u>	<u>0.00</u>

Director's Report

February 24, 2025

FACILITIES

Quotes on the elevator for the Technical Services building were opened on December 17, 2024. Steele-R Development, LLC submitted the lowest quote at \$117,800.00. We are waiting for the notice to proceed.

Covington's landscaping renovation in front of the library was completed in December.

Slidell parking lot sections were repaved in December.

SenSource people counter sensors were installed at all branches and staff were trained on the dashboard software. We will use the door count from the sensors beginning on February 1, 2025 (reported at the March meeting.)

On January 29, 2025, 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.

Quotes for the Mandeville renovation were opened on February 12, 2024. All quotes were above the amount budgeted and all quotes submitted were above the threshold for public bids. The package will be reviewed by the architect.

IT

The IT department assisted with the SenSource sensor installation. Training laptops at Causeway were replaced and public PCs at Slidell are in the process of upgrading to Windows 11.

MARKETING AND OUTREACH

Jackie Riecke, Public Relations and Community Coordinator, and Jillian Boudreaux, Adult Programming Coordinator promoted the Library's events and services on radio stations the Lake 94.7 and the Highway, 104.7 on January 3.

Antoinette McGee, Covington ERC Manager, and Jackie Riecke promoted library services and the millage at the MLK Resource Fair in Covington on January 25.

Jennifer Rifino, Teen Services Coordinator, and Jackie Riecke promoted a teen program, Palentines Day, the Library Card Design Contest, and the Library Millage election on the Lake 94.7 and the Highway 104.7 on February 7.

Abby Mayfield, Teen Services Librarian EAST. Outreach 12/17/24 Future You Career Exploration Fair at Slidell Jr. High

Erika Dawson, South Slidell Children's Librarian, and Alexis Davis, Slidell Children's Librarian attended Carolyn Park Elementary Literacy Night on December 17.

On February 13, Erika Dawson and Alexis Davis demonstrated Ozobots at the Cypress Cove Math and Literacy Night. Erika and Barbara Vidacovich, Mandeville Children's Librarian, attended Woodlake Elementary Literacy Night on February 18.

Erika Dawson held storytime at Children's College, Honeycomb Preschool, Helping Hands Preschool, Charlotte's Web Preschool, and Kidz Klub House throughout January and February.

Alexis Davis performed storytime at Appletree Academy on January 16 and February 13 and Saint Margaret Mary on January 17 and on February 14.

Kellie Nelson, Causeway Reference Librarian, provided reference programming at the Bush COAST center on January 30.

Tracey Angerdina, Causeway Children's Librarian provided outreach at the Madisonville Elementary School Family Math Night on January 15, and at Krewe Du Kids on February 18. She provided storytime at St. Margaret Mary School on February 7 and 14.

Jane Johnson, Slidell Reference Librarian, provided outreach at the Pearl River COAST center on December 16, January 27, and February 24.

Amy Strain, Folsom Branch Manager, attended Kiwanis meetings in January and February, the St. Tammany Library Foundation meeting on January 28, and the Community Breakfast meeting at Giddy Up in Folsom on February 7.

Rhonda Spiess, Lacombe Branch Manager, presented storytime at A-Z Preschool, Chahta-Ima Elementary, Lacombe Mandeville Headstart several times from December through February.

Tanya DiMaggio, Assistant Director of Support Services, provided outreach for the upcoming millage election at the St. Tammany Library Foundation meeting on January 28 and February 11, the St. Tammany Genealogy Society program on February 8, the Folsom Town Council meeting on February 12 and the Pearl River Town Council meeting on February 18.

Kelly LaRocca, Director, spoke on the upcoming millage election at the Folsom Community Breakfast on February 7, the Folsom Community Women in Business meeting on February 12, the Madisonville Town Council on February 12, the Northshore Democratic Women's Club on February 16, the Covington Rotary Club on February 18, and the Abita Town Council on February 18. More speaking engagements were provided at the NAACP Greater Covington chapter meeting on February 18, the Abita Springs Senior Club on February 19, the Mandeville Rotary Club on February 20, and DPEC on February 20. On February 19, I also spoke at a Community Meeting held by Parish Councilman, Patrick Burke at the Slidell Library.

PROFESSIONAL DEVELOPMENT

Jennifer Mayer, Children's Services Coordinator, Maria Condatore, Children's Services Assistant, and the Children's Librarians attended the Louisiana State Library Youth Summer Reading Program Training on February 6.

On February 20, several small branch managers and reference librarians attended VIA LINK Training at the Covington Branch. VIA LINK provides crisis support, connects people to resources and services, and provides vital data and trend information to ensure policies and programs meet community needs.

Kellie Nelson and Iggy Foto, Adult Programming Assistant, visited Southeastern Louisiana University to tour its iHUB Makerspace on January 27.

Tanya DiMaggio attended Leadership Northshore Education Day on January 8 and Leadership Northshore Economic Development Day on January 29.

NEW LIBRARY SERVICES

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

INCREASED SUPERVISION

The library staff have always supervised the shelving areas of the library as they went about their regular duties. 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 pm and 6 pm to ensure there was more supervision in the hours we had the most children in the library after school. Starting February 10th, we increased this supervision to include all hours that the library was open to the public. Managers have provided the Administration with schedules showing that people are scheduled for the circulation desk and the floor of the library each hour of the day. Staff duties include shelving, shelf reading, pulling the pick list, straightening, being aware of who is entering the areas of the library, greeting people, asking if people need help, watching for unattended children and noting when we have adults in the teen and children area that are by themselves.

CONTRACTS

Contract Renewals	Total	Description
ABC Mouse	\$9,665.27	Children's Activity Database
Access Video on Demand: Just for Kids – Infobase	\$2,806.03	Educational Video Database for Children
Adventure Academy	\$7,732.22	Children's Activity Database
ArchiveSocial Inc	\$4,397.40	Social Media Archiving
Biblocommons	\$7,747.13	Website Maintenance
Bounds Elevator LLC	\$2416.80	Maintenance Agreement for Madisonville Elevator
Brodart	\$10,966.20	For Mcnaughton Leased Book Subscription
Canva	\$658.32	Digital Media Creation
DATA443	\$1,770.00	Malware Protection
Desktop Authority	\$1,542.50	Group Policy Management
EBSCO (Auto Repair)	\$4,376.00	Annual Database Subscription
EBSCO (Package 1)	\$11,889.00	Annual Database Subscription
EBSCO (Package 2)	\$10,796.00	Annual Database Subscription
Entrust	\$219.00	Certificate to Ensure Privacy When Accessing Our Catalog from The Web
Envisionware	\$1,771.88	Hublet Software License
Gale	\$69,735.26	Database Package
Gale eBooks	\$600.00	Annual Database Subscription
Gale in Context Elementary	\$2,484.62	Annual Database Subscription
GrantSelect	\$2,000.00	Annual Grant Database Subscription
Infobase	\$5,260.56	Annual Database Subscription
Innovative Interfaces Inc. Polaris Syndetics Subscription	\$65,304.23	Enhances Catalog for Public
IUG, Innovative Users Group membership	\$150.00	Network with Other Polaris Libraries
J D Power Connect	\$1410.00	Annual Database Subscription
JSTOR (Ithaka)	\$1,310.00	Academic Journal Database
KACE System Deployment Appliance	\$1,000.77	Software to Push Images to New/Defective PCs
LibCal	\$1686.00	Meeting Schedule
LinkedIn Learning	\$20,000.00	Online Training Platform
Mango	\$3,535.71	Language Learning App
Nat Geo	\$1,783.85	Database for Children
Newsbank	\$28,973.00	Annual Database Subscription
Niche	\$5,500.00	Annual Database Subscription

Ninite	\$1,140.00	Pushes Out Software Updates for PCs
Proquest	\$15,608.53	Annual Database Subscription
SAGE	\$5,739.00	Financial Software
World Archives	\$15,912.00	Annual Database Subscription
World Trade Press	\$3,058.98	Annual Database Subscription
Zoobean Inc.	\$4,005.14	Reading Program

PUBLIC RECORDS REQUESTS

We currently have 1 public records request results 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 109 statements of concern on 106 titles. Since the last meeting, we have had 3 statements of concern filed. We have also closed six statements of concern. These were on books that were moved behind the desk due to the graphic novel resolution. These 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 and the 6 statements of concern were then confirmed to be closed. Library staff continue to read titles, hold meetings, and make recommendations. The remaining statements of concern are still pending review.

STRATEGIC PLANNING

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 Branch is up and running. Nichola has been making contacts. COAST distributed Books by Mail applications to their Meals on Wheels clients. Nichola sent off the first Books by Mail on February 6. There was a small issue with the book hauler van installation. We are waiting for the delivery date of the van.

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

The Maker Space Committee met on Tuesday, December 17, 2024, to review equipment for recommendation. The committee is still researching some equipment.

The Art Committee curated a staff art show at the Covington Branch from January 18 to February 19.

TRANSITION OF MATERIALS

The preliminary review of the former YA Collection is 100% complete. We used widely available online resources to identify titles with the potential of having sexual conduct as defined by law and then confirmed by 1st hand review before moving. We are now conducting manual reviews.

Books Moved to Adult Fiction Because of Sexual Conduct

<i>Almost Home</i>	Blank, Jessica
<i>Tiger eyes: a novel</i>	Blume, Judy
<i>Lark & Kasim start a revolution</i>	Callender, Kacen
<i>Lily and Dunkin</i>	Gephart, Donna

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

<i>Solo</i>	Alexander, Kwame
<i>Swing</i>	Alexander, Kwame
<i>The Button War: A Tale Of The Great War</i>	Avi
<i>Flowerheart</i>	Bakewell, Catherine
<i>The Finisher: A Novel</i>	Baldacci, David
<i>The Keeper</i>	Baldacci, David
<i>Grace And Fury</i>	Banghart, Tracy E.
<i>Of Neptune</i>	Banks, Anna
<i>Of Poseidon</i>	Banks, Anna
<i>Of Triton</i>	Banks, Anna
<i>Tiger, Tiger</i>	Banks, Lynne Reid
<i>The Language Of Thorns</i>	Bardugo, Leigh
<i>The Naturals</i>	Barnes, Jennifer (Jennifer Lynn)
<i>The Stepsister's Tale</i>	Barrett, Tracy
<i>Merlin's Dragon</i>	Barron, T. A
<i>Merlin's Dragon. Book 2</i>	Barron, T. A
<i>Merlin's Dragon. Book 3</i>	Barron, T. A
<i>You're Not Supposed To Die Tonight</i>	Bayron, Kalynn
<i>Far From The Tree</i>	Benway, Robin
<i>Sidelined</i>	Bietz, Kara
<i>Notes On A Near-Life Experience</i>	Birdsall, Olivia
<i>The Sisterhood Of The Traveling Pants</i>	Brashares, Ann
<i>All Fall Down</i>	Carter, Ally
<i>Heist Society</i>	Carter, Ally
<i>I'd Tell You I Love You, But Then I'd Have To Kill You</i>	Carter, Ally
<i>The Reader</i>	Chee, Traci

<i>Shelter: A Mickey Bolitar Novel</i>	Coben, Harlan
<i>The Headmaster's List</i>	De La Cruz, Melissa
<i>The Hunters</i>	Flanagan, John (John Anthony)
<i>Slaves Of Socorro</i>	Flanagan, John (John Anthony)
<i>The Ghostfaces</i>	Flanagan, John (John Anthony)
<i>Adrift</i>	Guerrero, Tanya
<i>Making The Cut</i>	Gurevich, Margaret
<i>Among The Hidden</i>	Haddix, Margaret Peterson
<i>Crashing In Love</i>	Jacobson, Jennifer
<i>Letters To The Lost</i>	Kemmerer, Brigid
<i>The Giver</i>	Lowry, Lois
<i>Gathering Blue</i>	Lowry, Lois
<i>Gossamer</i>	Lowry, Lois
<i>Messenger</i>	Lowry, Lois
<i>Son</i>	Lowry, Lois
<i>The Davenport</i>	Marquis, Krystal
<i>One Of Us Is Lying</i>	Mcmanus, Karen M.
<i>One Of Us Is Next</i>	Mcmanus, Karen M.
<i>The Fork, The Witch, And The Worm</i>	Paolini, Christopher
<i>Murtagh</i>	Paolini, Christopher
<i>Brisingsr, or, The Seven Promises Of Eragon</i>	Paolini, Christopher
<i>Shadeslayer And Saphira Bjartskular</i>	
<i>Eldest</i>	Paolini, Christopher
<i>Eragon</i>	Paolini, Christopher
<i>Inheritance: Or, The Vault Of Souls</i>	Paolini, Christopher
<i>The Dangerous Days Of Daniel X</i>	Patterson, James
<i>Hatchet</i>	Paulsen, Gary
<i>Disney After Dark</i>	Pearson, Ridley
<i>Geekerella: A Novel</i>	Poston, Ashley
<i>My Fair Godmother</i>	Rallison, Janette
<i>My Unfair Godmother</i>	Rallison, Janette
<i>My Fairly Dangerous Godmother</i>	Rallison, Janette
<i>The Heartbreak Messenger</i>	Vance, Alexander P. (Alexander Phillip)
<i>Talk Santa To Me</i>	Urban, Linda
<i>Leviathan</i>	Westerfeld, Scott
<i>Frankly In Love</i>	Yoon, David
<i>Super Fake Love Song</i>	Yoon, David

November 2024 Service Statistics

Branch	Adult Books	CD	DVD	Exp. Pass	ILL	Juv Bks	Mag	Pbks	YA	Virtual	Total Circulation	Computer Usage	Door Count	Wireless Inside	Wireless Outside
Admin/Annex	310	81	102	0	18	96	4	0	278		889				
Abita	555	45	218	0	15	472	12	0	17		1,334	157	1,669	93	216
Bush	193	20	264	0	1	187	6	0	1		672	59	863	43	105
Causeway	1609	161	780	0	18	1982	21	0	142		4,713	435	5,109	730	717
Covington	2858	218	1559	0	16	3468	87	67	130		8,403	798	5,774	1,874	797
Folsom	329	36	248	0	7	386	53	0	21		1,080	111	1,047	105	136
Lacombe	233	10	294	0	5	309	11	12	9		883	155	2,581	118	112
Lee Road	316	10	100	0	2	390	3	0	31		852	66	707	53	163
Madisonville	1063	83	273	0	23	1681	14	0	69		3,206	276	3,405	675	333
Mandeville	2350	219	894	4	56	3347	45	0	164		7,079	760	5,697	780	489
Pearl River	332	14	233	0	11	355	4	35	11		995	179	1,466	90	197
Slidell	3324	207	1112	2	35	3078	62	172	287		8,279	1,691	10,925	1,357	2,228
South Slidell	514	53	542	0	6	804	15	5	31		1,970	1,172	4,931	788	920
Virtual ¹										33,807	33,807				
Total	13,986	1,157	6,619	6	213	16,555	337	291	1,191	33,807	74,162	5,859	44,174	6,706	6,413

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: 503

December 2024 Service Statistics

Branch	Adult Books	CD	DVD	Exp. Pass	ILL	Juv Bks	Mag	Pbks	YA	Virtual	Total Circulation	Computer Usage	Door Count	Wireless Inside	Wireless Outside
Admin/Annex	370	67	54	0	18	86	0		281		876				
Abita	526	42	197	0	11	405	2		9		1,192	125	1,477	105	227
Bush	179	17	319	0	1	186	0		2		704	54	971	52	113
Causeway	1769	154	572	0	28	1641	24		152		4,340	441	4,853	662	753
Covington	2953	255	1507	0	28	2815	39	70	124		7,791	262	1,464	1,966	822
Folsom	310	26	261	0	8	260	93		12		970	137	991	91	128
Lacombe	183	13	238	0	8	337	4	4	7		794	183	2,361	124	129
Lee Road	278	19	67	0	3	207	0		10		584	63	662	53	158
Madisonville	1001	83	434	0	22	1367	14		60		2,981	288	3,151	691	324
Mandeville	2189	156	905	0	29	2791	35		121		6,226	788	5,239	689	464
Pearl River	338	7	177	0	13	181	2	32	7		757	172	1,485	86	214
Slidell	3005	188	1214	0	35	2621	95	86	236		7,480	1,693	9,759	1,348	2,315
South Slidell	519	45	568	0	14	821	18	6	50		2,041	1,160	4,935	869	1,086
Virtual ¹										33,479	33,479				
Total	13,620	1,072	6,513	0	218	13,718	326	198	1,071	33,479	70,215	5,366	37,348	6,736	6,733

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: 461

Jan - Dec 2024
Service Statistics

Branch	Adult Books	CD	DVD	Exp. Pass	In-House	ILL	Juv Bks	Mag	Pbks	YA	Virtual	Total Circulation	Computer Usage	Door Count	Wireless Inside	Wireless Outside
Admin/Annex	4,324	625	1,178	1		323	2,492	10		1634		10,587				
Abita	7772	515	2607	0	986	250	6409	166		292		18,997	1,915	22,579	1,407	2,792
Bush	2434	197	3723	0	63	65	2477	86		81		9,126	1,034	11,551	610	1,318
Causeway	24847	1774	8945	0	5039	407	24344	375		1867		67,598	5,713	65,643	9,558	9,907
Covington	42172	3427	21187	0	5446	376	48647	795	715	2191		124,956	11,997	79,360	26,054	10,613
Folsom	5152	356	3589	0	164	98	4555	855		213		14,982	2,355	16,113	1,332	1,764
Lacombe	3415	205	2652	2	1525	83	4471	58	111	227		12,749	2,722	37,017	1,663	1,669
Lee Road	3610	291	1066	0	153	34	3869	64	21	168		9,276	614	8,465	647	2,046
Madisonville	15197	1288	5630	5	3069	326	24253	255		1241		51,264	4,045	53,192	9,834	4,966
Mandeville	32499	2854	12043	10	6930	539	48352	655	55	2472		106,409	10,938	78,362	9,140	5,906
Pearl River	4931	176	2441		651	187	3235	115	925	165		12,826	2,670	25,746	1,195	2,509
Slidell	43869	3096	15697	6	3776	436	44329	1149	2264	3658		118,280	22,604	137,518	16,444	26,117
South Slidell	7283	770	7048		2003	230	10830	187	55	788		29,194	15,352	67,129	9,940	11,744
Virtual ¹											420,497	420,497				
Total	197,505	15,574	87,806	24	29,805	3,354	228,263	4,770	4,146	14,997	420,497	1,006,741	81,959	602,675	87,824	81,351

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: 8,534

January 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	250	44	71	0	18	276	4	0	269		932				
Abita	510	45	122	0	15	279	1	0	7		979	114	1,391	78	185
Bush	225	17	298	0	6	116	16	0	10		688	61	784	53	97
Causeway	1883	104	684	0	22	1881	37	0	119		4,730	447	4,924	733	707
Covington	3158	165	1396	0	23	3086	95	61	178		8,162	832	5,517	1,756	720
Folsom	321	25	217	0	5	274	63	0	23		928	150	1,099	95	120
Lacombe	242	16	312	0	7	333	11	21	19		961	166	1,687	166	118
Lee Road	270	25	83	0	0	258	0	2	15		653	39	543	60	159
Madisonville	1025	65	368	0	36	1511	17	0	97		3,119	282	3,573	756	316
Mandeville	2471	144	787	0	30	3159	61	2	159		6,813	809	5,458	751	460
Pearl River	372	9	194	0	9	165	2	28	10		789	153	1,093	120	223
Slidell	3306	152	1006	1	36	3201	152	208	222		8,284	1,707	9,927	1,325	2,191
South Slidell	621	40	459	0	13	756	4	10	38		1,941	1,205	4,991	846	1,041
Virtual ¹										35,728	35,728				
Total	14,654	851	5,997	1	220	15,295	463	332	1,166	35,728	74,707	5,965	40,987	6,739	6,337

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: 627

Millage election efforts

Speaking engagements

We have been scheduling speaking engagements for community groups. We're going anywhere that people will have us speak including homeowners' associations, town and city council meetings, Rotary, Lions, and Kiwanis groups. If there is a group you feel we need to speak with please e-mail Tanya.

Website

The website has been updated and we are tweaking it as new questions come up or we feel like we can explain something in a better way. There is a direct link to the millage website on each staff desktop. The address is www.sttammanylibrary.org/election

Messaging on Downloadable services

We've updated messaging in Libby and Hoopla to let patrons know about the election to reach those who download and don't come into the branch.

Public computers

There is messaging on desktops for public computers

Print materials

Flyers, half sheets, and quarter sheets are available in branches. These are at desks or for the larger flyers these can go in sign holders for tables. We have plenty of bookmarks to give out.

Signage

Roll up signs for meeting rooms and for each branch's front desk area are in use. The Friends of the Slidell Library have purchased yard signs that are available at their book sales.

Social Media

Social media posts about the millage are going out about every other day.

Testimonials

Benny and Jackie have been filming testimonials to use in advertising and on the website. The first of these testimonials were out last week.

Mailers

We are working on designing mailers we can send out to people most likely to vote.

Voter registration drives

We are working with the League of Women Voters to conduct voter registration at some of our bigger programs

Mardi Gras programming

We plan to take advantage of large programs that are being offered the week of Mardi Gras to inform library users of the upcoming millage election

Economic Impact Study

We worked with Southeastern Louisiana Business center to find the economic impact of the library on the economy of St. Tammany Parish. We have been using this information in our presentations. A copy of this study is included for you review.

Economic Impact Study

St. Tammany Parish Library
- Jan. 2025



In partnership with



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Executive Summary

This study discusses the economic impact of the activities of the St. Tammany Parish Library using their finalized 2023 spending. This study considers the impacts generated by employee compensation, operational spending, and external spending behavior such as professional services, building maintenance services, and vehicle maintenance services. These impacts will be estimated using an input-output model and an industry spending pattern model with IMPLAN® Cloud software.

In addition to these impacts, this study will estimate the market value of St. Tammany Parish Library's events and materials using ilovelibraries.org, an initiative of the American Library Association. This tool is designed to show the open market value of the materials and services libraries provide to the public.

Notice - This document is designed to be a summary of the findings of this study, and is not a complete and exhaustive list. This study is an estimation and should be treated as such. For any additional information, please contact Levi Holder by phone (318)470-4609 or email levi@AchillesSolutionsGroup.com.



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Key Findings

- The return on investment to the public is \$1.65 for every dollar spent
- The St. Tammany Parish Library creates an additional \$16.45 million in economic activity in the parish
- The St. Tammany Parish Library is accountable for 172.38 jobs in the parish
- The market value of St. Tammany Parish Library resources usage is over \$20.2 million

Assumptions

The assumptions made in this model are as follows: (1) the impacts generated by the library's activities are similar year over year but not the same. (2) Any activities that could not be comfortably connected to a NAICS code were captured in the 'Industry Spending Pattern' impact. This allows us to answer the question 'If a library spent \$XX in 2023, based on the historic spending of the library in St. Tammany Parish, what would the impact be?'



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Introduction

In the last two decades, libraries have become a debated topic in the US. While they require an investment of taxpayer dollars, they are a wealth of resources, a pure public good and many times serve as a staple of the community. The rise of the internet has put pressure on libraries to adapt to stay relevant in a world of open information. This report attempts to show the return to those taxpayers on any dollars passing through the library.

The methodologies used in this report are an input-output table comprised of 528 connected industries, 281 of which are impacted in this study. Additionally, an industry spending pattern model was used to show the impact of the library's operational spending patterns in 2023. In this model, there are a few components that need to be recognized. (1) This model does not consider the long-term impact of the library's operations. It shows the full "ripple effect" of its activities in 2023, but not the long-term effects of its continued operation. (2) There is no timeline for their impacts to play out. This model shows the full impact of the activities but does not specify how long it will take for all of these effects to come to fruition. 2023 data was used because at the writing of this report, 2023 spending has been finalized and 2024 has not. It can be assumed that 2024 impacts were similar to 2023 based on the nature of library activities.

Finally, all dollar amounts shown in this report are in 2024 dollar values and do not take into account future inflation beyond that.



Impacts on St. Tammany

This section will look at the Direct, Indirect, and Induced Impacts from St. Tammany Parish Library expenditures on St. Tammany Parish.

Direct Impact

The direct impact can be understood as the results immediately connected to the project (i.e. money spent on employee compensation, monies spent in operation, etc.).

The direct impacts are as follows:

Employment - 131.41 Jobs - this can be understood as money to fund 131.41 job years. Of these jobs, 125.68 are attributed to the library industry. Outside of the library, the remaining 5.73 are split between a variety of industries: maintenance services, professional services, insurance, and business support services being a few. These are not actual jobs created, just the financial means to support this many jobs.

Value Added - \$8,437,645.57 - value added can be thought of as similar to GDP at the parish level. It captures labor income, taxes on products and imports, and other property income. The industries benefitting the most in value added is the library industry with \$7,923,211.37, Maintenance with \$144,976.70, Insurance with \$110,633.92, and Miscellaneous professional services with \$105,779.12.

Output - \$9,343,672.44 - Output is very similar to value-added, however, it also captures intermediate inputs, such as unsold inventory. Because of this, the trends in output are similar to those in value added. This number just helps us gain more perspective on the total direct impact of the library.



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Indirect/Induced Impact

Indirect impact can be understood as the results of the library’s spending in the parish. For example, with the library’s activity, the vehicle maintenance industry can benefit. Induced impact can be understood as the results of spending by the employees of the library. For example, someone who works at a library will spend their labor earnings on groceries, entertainment, etc.

The indirect/induced impacts are as follows:

Employment - 40.98 Jobs - the main industries significantly benefitting in this way are Employment Services with 2.52 jobs, Full-Service Restaurants with 2.18 jobs, and Limited-Service Restaurants with 1.84. 139 different industries experience at least some increase in employee compensation spending.

Value Added - \$4,234,292.27 - \$1,233,533.24 Indirect & \$3,000,759.03 Induced value added.

Output - \$7,110,605.84 - \$2,251,296.81 Indirect & \$4,859,309.03 Induced

Table 1. St. Tammany Parish Library Expenditures in 2023 minus library resource acquisitions and programing

Category	Expenditure
Employee Compensation	\$7,686,553.45
Services Spending	\$340,709.15
Operational Spending	\$1,999,034.51
Maintenance Spending	\$399,588.60
Insurance	\$229,731.86
Equipment & Vehicle Lease	\$7,617.99
Total	\$10,663,235.56



Table 2. Estimated Output Contributions in 2023

Category	Expenditure
Direct	\$9,343,672.44
Indirect	\$2,251,296.81
Induced	\$4,859,309.03
Total	\$16,454,278.28

Market Value of the Library

The largest benefit generated by libraries cannot be captured in an economic impact study. It is found in the public sources of information and services that the library provides. Instead, this benefit is shown through a market value analysis of these properties. That value is shown below in **Table 3**.

Beyond the market value of St. Tammany Parish Library's materials in circulation, \$14,219,127.80, the library provides essential services that significantly enrich the local community. Through expert reference assistance, librarians help patrons navigate a wealth of resources, saving time and ensuring they find the most relevant information. This professional guidance enhances the research process, supporting a range of inquiries from basic questions to complex challenges.



Table 3. St. Tammany Library Services in 2024 & Estimated Value

Service	Annual # of Uses	Estimated Value
Adult Books Borrowed	197,505	\$3,357,585.00
YA Books Borrowed	14,997	\$179,964.00
Children Books Borrowed	228,263	\$3,880,471.00
Audiobooks Borrowed	9,730	\$92,435.00
Interlibrary Loan Requests	3,354	\$83,850.00
eBooks Downloaded	418,211	\$6,273,165.00
Magazines Read	4,770	\$23,850.00
Movies Borrowed	87,806	\$351,224.00
CDs Borrowed	5,844	\$58,147.80
Music Downloaded	2,286	\$2,286.00
Meeting Room Use (hourly)	3,004	\$75,100.00
Adult Program Attended	8,878	\$133,170.00
YA Program Attended	9,745	\$116,940.00
Children Program Attended	70,253	\$491,771.00
Museum Passes Borrowed	24	\$480.00
Computer Use (hourly)	66,761	\$801,132.00
Database Searches	192,257	\$3,835,527.15
Reference Assistance	63,912	\$447,384.00
Total		\$20,204,481.95



In addition to reference services, the library offers a variety of educational and recreational programs that cater to all ages and interests. Note the combined value of **\$741,881.00** of programs across all ages. These programs help foster a sense of community and encourage lifelong learning. The library acts as a cultural hub, where residents can connect, learn new skills, and explore their interests.

Libraries also serve as crucial technological access points, providing computers, software, and internet connectivity to those who might not have reliable access at home. In St. Tammany Parish, \$4,636,659.15 of technology services were accessed in 2024, bridging the digital divide. Furthermore, libraries offer meeting spaces for local organizations and individuals, providing a free, accessible venue for community events and collaboration. These services make libraries a cornerstone of community development and well-being.

Benefit–Cost Summary

The total market value of the goods and services provided by the St. Tammany Parish Library is listed below in **Table 4**. Considering everything outlined in this study and using the total 2024 expenses of the library, the benefit-to-cost ratio is \$1.65. This means that for every \$1 spent, the return to members of the St. Tammany community is \$1.65.



Southeast Louisiana
Business Center

SOUTHEASTERN LOUISIANA UNIVERSITY

Table 4. Benefit-Cost Summary

Category	Value
Total Market Value	\$20,204,481.95
St. Tammany Population	275,538
Market Value per Capita	\$73.33
Total Operating Expense	\$12,281,832.89
Operating Expense per Capita	\$44.57
STPL Benefit-Cost Ratio	\$1.65

Conclusion

This report is meant to capture a well-rounded valuation of the St. Tammany Parish Library, taking into account the economic impact generated from its activity and the value of library resources as a public service. This report is not all-encompassing as it is impossible to put a value on the community-building effects of a library, the ripple effects of increased education, or the quality of life improvements generated. All things considered, we hope this report is informative and shines a light on the public good the St. Tammany Parish Library provides.

Summary

Key Findings

- The return on investment to the public is \$1.65 for every dollar spent
- The St. Tammany Parish Library creates an additional \$16.45 million in economic activity in the parish
- The St. Tammany Parish Library is accountable for 172.38 jobs in the parish
- The market value of St. Tammany Parish Library resources usage is over \$20.2 million

Impacts

- Direct: Employment - 131.41 Jobs, Value Added - \$8,437,645.57, Output - \$9,343,672.44
- Indirect/Induced: Employment - 40.98 Jobs, Value Added - \$4,234,292.27, Output - \$7,110,605.84

Conclusion

This report is meant to capture a well-rounded valuation of the St. Tammany Parish Library, taking into account the economic impact generated from its activity and the value of library resources as a public service. This report is not all-encompassing as it is impossible to put a value on the community-building effects of a library, the ripple effects of increased education, or the quality of life improvements generated. All things considered, we hope this report is informative and shines a light on the public good the St. Tammany Parish Library provides.



Table 1. St. Tammany Parish Library Expenditures in 2023 minus library resource acquisitions and programing

Category	Expenditure
Employee Compensation	\$7,686,553.45
Services Spending	\$340,709.15
Operational Spending	\$1,999,034.51
Maintenance Spending	\$399,588.60
Insurance	\$229,731.86
Equipment & Vehicle Lease	\$7,617.99
Total	\$10,663,235.56

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Category	Expenditure
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STPL Benefit-Cost Ratio	\$1.65



St. Tammany Parish Library Board of Control Resolution Regarding

Statements of Concern Policy

February 24, 2025

WHEREAS, the Library Board of Control has adopted Section 407 to address complaints regarding access of library materials by children or minors who are defined by Civil Code Article 29 as anyone who has not attained the age of 18 years; and

WHEREAS, existing policy was adopted by prior to Act 436 of the 2024 Louisiana Legislature as codified in R.S. 25:225; and

WHEREAS, R.S. 25:225 sets forth minimum legal standards and contains a detailed definition of “sexual conduct” and “sexually explicit materials;” and

WHEREAS, R.S. 25:225 was not in existence when the Library Board Created Section 407 of the Rules and Regulations;

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control approves, adopts, modifies and incorporates the following revision to Section 407 into the Library Rules and Regulations, effective immediately, as follows:

Section 407 (B)(3):

The Committee members shall:

- 407(B)(3)(a)

- When a challenge is based on the allegation that material in the collection contains “sexually explicit material” as defined by R.S. 25:225 staff shall be permitted to rely on outside reviewing services to determine if “sexually explicit materials” as defined by R.S. 25:225 are contained in the material available to minors. Notwithstanding, the Board of Control shall review all requests for reconsideration of any challenge based on the claim that the library material may include sexually explicit material. 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.

b-f. These sections remain unchanged.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE ON THE 24TH DAY OF FEBRUARY, 2025, THE VOTE THEREON WAS

AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

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

ANN SHAW, PRESIDENT

St. Tammany Parish Library Board of Control Resolution Regarding

Access to Library Materials Policy

February 24, 2025

WHEREAS, the Library Board of Control has adopted Section 209 to address access of library materials by children who are defined by Civil Code Article 29 as anyone who has not attained the age of 18 years; and

WHEREAS, existing policy includes Minor card types and levels of access; and

WHEREAS, existing policy allows parents to allow full unrestricted access of library materials to children including sexually explicit materials as defined by R.S. 25:225;

WHEREAS, parents should be able to restrict their children from sexually explicit materials as defined by R.S. 25:225 and allow their children full access to all other library materials;

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control approves, adopts and incorporates the additional Section into the Library Rules and Regulations, effective immediately, as follows:

Section 209(A)

Juvenile Unrestricted Card excepting access to Sexually Explicit Materials

Cardholders may check out or access any book, audiobook, CD, music CD, or periodical in the library from the Children's, Young Adult or Adult Collection except those materials which are subject to a pending Statement of Concern or those materials which have been determined to contain "sexually explicit materials as defined by R.S. 25:225.

AND FURTHER BE IT RESOLVED, that the subsection entitled "Juvenile Unrestricted Card" shall include the following language:

Any Juvenile accessing or checking out sexually explicit materials shall be notified verbally and at the time of check out given a small flyer notifying him/her that he/she is checking out sexually explicit material as defined by R.S. 25:225.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE ON THE 24TH DAY OF FEBRUARY, 2025, THE VOTE THEREON WAS

AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

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

ANN SHAW, PRESIDENT

St. Tammany Parish Library Board of Control Resolution respecting
privacy of patrons and data provided to those outside parish government

February 24, 2025

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 outside of the St. Tammany Parish Government is a violation of the trust placed in the St. Tammany Parish Library and its Board of Control

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control directs library administration and staff to ensure no document, communication , information or material received from or regarding a patron or resident of St. Tammany parish is transmitted to any individual or organization outside the St. Tammany Parish Government

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.

BE IT FURTHER RESOLVED THAT Section 202 A of the LBOC Rules and Regulations is amended, effective immediately, as follows:

- A. It is the policy of the St. Tammany Parish Public Library to protect the privacy of those who receive borrowing privileges, the library must obtain certain information about a borrower in order to provide a library account. All staff members shall protect information about Library borrowers, their requests for information, materials, any online sites and resources they access, and their loan transactions, and shall not transmit such information to any individual or to any private or public agency without an order from a court of competent jurisdiction, or as otherwise required by law (See below for Louisiana Revised Statute 44:13 Registration Records and other Records of use Maintained by Libraries.)
- B. NEITHER LIBRARY STAFF NOR LIBRARY ADMINISTRATION shall engage in any data compilation for dissemination to any public or private organization or individual excepting St. Tammany Parish Government without the concurrence of the Library Board of Control at an open meeting or as otherwise required by law. (See below for Louisiana Revised Statute 44:13 Registration Records and other Records of use Maintained by Libraries.)

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE ON THE 24TH DAY OF FEBRUARY, 2025, THE VOTE THEREON WAS

AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

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

ANN SHAW, PRESIDENT

St. Tammany Parish Library Board of Control Resolution Regarding
Consistent Supervision of Areas Containing Sexually Explicit Materials

February 24, 2025

WHEREAS, the Library Board of Control has adopted Section 407 to address complaints regarding access of library materials by children or minors who are defined by Civil Code Article 29 as anyone who has not attained the age of 18 years; and

WHEREAS, existing policy was adopted by prior to Act 436 of the 2024 Louisiana Legislature as codified in R.S. 25:225; and

WHEREAS, R.S. 25:225 sets forth minimum legal standards and contains a detailed definition of “sexual conduct” and “sexually explicit materials;” and

WHEREAS, R.S. 25:225 was not in existence when the Library Board created Section 407 of the Rules and Regulations;

WHEREAS, the Library Board of Control has required that materials identified in a Statement of Concern are to be restricted from the general population and has learned that some materials are restricted in some branches but not others

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.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE ON THE 24TH DAY OF
FEBRUARY, 2025, THE VOTE THEREON WAS

AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

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

ANN SHAW, PRESIDENT

St. Tammany Parish Library Board of Control Resolution Regarding
Supervision of Areas Containing Sexually Explicit Materials

February 24, 2025

WHEREAS, the Library Board of Control has adopted Section 407 to address complaints regarding access of library materials by children or minors who are defined by Civil Code Article 29 as anyone who has not attained the age of 18 years; and

WHEREAS, existing policy was adopted by prior to Act 436 of the 2024 Louisiana Legislature as codified in R.S. 25:225; and

WHEREAS, R.S. 25:225 sets forth minimum legal standards and contains a detailed definition of “sexual conduct” and “sexually explicit materials;” and

WHEREAS, R.S. 25:225 was not in existence when the Library Board created Section 407 of the Rules and Regulations;

WHEREAS, the Library Board of Control has approved policies regarding the placement of “sexually explicit materials” in the library buildings; however, existing rules and regulations do not address supervision of areas containing “sexually explicit materials” and the Library Board of Control sees a need to establish policies regarding the areas where these materials are located;

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control immediately directs the Library Director and staff to provide appropriate supervision of

areas where “sexually explicit materials” are housed or stored so as to insure, to the best of their ability, that only individuals who possess appropriate permissions to access these materials may do so.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE ON THE 24TH DAY OF FEBRUARY, 2025, THE VOTE THEREON WAS

AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

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

ANN SHAW, PRESIDENT



**St. Tammany Parish Library Board of Control
Resolution Regarding Agendas for
Library Board of Control Meetings**

February 24th, 2025

WHEREAS, the Library Board of Control periodically reviews its Rules and Regulations;
and,

WHEREAS, the Library Board of Control has noticed that a specific provision for the placement of items on the agenda of the Library Board of Control is not contained in the Rules and Regulations; and

WHEREAS, such a provision is a necessary item in the Rules and Regulations.

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control approves, adopts and incorporates the following Section into the Library Rules and Regulations, effective immediately, as follows:

Section 110: AGENDAS

- A. The Library Director and the President of the Library Board of Control are responsible for the timely creation and dissemination of the agenda for each meeting of the Library Board of Control.
- B. Any Board member may make a written request to the LBOC president that an item be added to the agenda.
- C. Any item to be placed on the agenda for a vote must be submitted in the proper form for adoption to the Library Director and the President of the Library Board of Control at least ten days (10) prior to the scheduled board meeting.
- D. Any item not received by the Library Director or President of the Library Board of Control prior to publication of the agenda may be added to the agenda upon a unanimous vote of those Board Members present.

ADMINISTRATIVE OFFICE
310 WEST 21ST AVENUE COVINGTON, LA 70433
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BUSINESS RESOURCE CENTER
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COVINGTON (985) 893-6280

FOLSOM (985) 796-9728

LACOMBE (985) 882-7858

LEE RD (985) 893-6284

MADISONVILLE (985) 845-4819

MANDEVILLE (985) 626-4293

PEARL RIVER (985) 863-5518

SLIDELL (985) 646-6470



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 FEBRUARY 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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