

**STOUGHTON PUBLIC LIBRARY
BOARD of TRUSTEES MEETING**

DATE: Wednesday, June 21, 2023

TIME: 6:30 P.M.



LOCATION : Stoughton Public Library – Carnegie Meeting Room, 304 S. Fourth St. in downtown Stoughton ****PLEASE NOTE**** This is a hybrid meeting with a virtual option via Zoom. Access with a computer via Zoom Meetings - <https://us02web.zoom.us/j/6269031450>. Members of the public may also attend using dial-in number (301) 715-8592, access code 626 903 1450.

- I. Call to Order by Vice-President Jean Ligocki
- II. Review of Agenda & Certification of Compliance with Open Meetings Law
- III. Consent Agenda *
 - A. Review/Approval of Minutes of May 17, 2023 (enclosure)
 - B. Review/Approval of Fund 215, Fund 217, and Stoughton Area Community Foundation account statements for May 2023 (enclosures)
 - C. Review/Approval of Fund 215 & Fund 217 Bills for June 2023 (enclosures)
- IV. Recognition Opportunities
- V. Public Comment Period
- VI. Review/Discussion of Correspondence
- VII. Education Updates
- VIII. Board In-service: The State of America's Libraries 2023, a report from the American Library Association (enclosure)
- IX. Director's Report
 - A. Statistics for May 2023 (enclosure)
 - B. Administration report (enclosure)
- X. Committee Reports
 - A. Finance: did not meet
 - B. Personnel: met 6/6/23 (enclosure)
 - C. Planning: did not meet
 - D. Policies: met 6/1/23 (enclosure)
- XI. Friends of the Library Report – No report this month
- XII. Old Business
- XIII. New Business
 - A. Assignment of Committees (enclosure)
 - B. Appointment of ad hoc Trustee Recruitment Committee to fill Board vacancy

- C. Discussion and possible action regarding proposal to create two part-time positions out of an existing full-time position * (*Personnel Committee recommended 3-0 on 06-06-23*)
- D. Discussion and possible action regarding proposed changes to Appropriate Library Behavior Policy (enclosure) * (*Policies Committee recommended 3-0 on 06-01-23*)
- E. Discussion and possible action regarding proposed changes to Carnegie Room Use Policy (enclosure) * (*Policies Committee recommended 3-0 on 06-01-23*)
- F. Discussion and possible action regarding proposed changes to Second Floor Meeting Rooms Policy (enclosure) * (*Policies Committee recommended 3-0 on 06-01-23*)

XIV. Pending Agenda Items

- A. Allocation/designation of Fund 217 fund balance for future library expansion project

XV. Adjournment *

NEXT REGULAR MEETING: July 19, 2023

*An * indicates an action item.*

If you are disabled and in need of assistance in order to attend, please call 873-6281 prior to this meeting.

STOUGHTON PUBLIC LIBRARY BOARD OF TRUSTEES

Ken Axe, Dane County Representative
 Amy Ketterer
 Teri LeSage, President
 Jean Ligocki, City Council Representative and Vice-President
 Sharon Meilahn Bartlett
 Erin Meinholz
 Kristin Rosenberg, SASD representative
 Dayna Verstegen
 Siri Vienneau, Student Representative

Finance: LeSage, Meilahn Bartlett, Meinholz
Personnel: Axe, Ketterer, Rosenberg
Planning: LeSage, Ligocki, Meilahn Bartlett, Vienneau
Policies: Axe, Meinholz, Verstegen

cc: Mayor Tim Swadley, City Attorney Mathew Dregne, City Council Members, Department Heads, City Hall Receptionist, Library Staff, Stoughton Newspaper

Agenda Notes: Library Board meeting of June 21, 2023



Note: President LeSage informed me that she will be absent. Vice President Ligocki will preside at the meeting

XIII. New Business

- A. Assignment of Committees (enclosure)- This item will be postponed until the July meeting.** At that time, President LeSage will make appointments to the Board's four standing committees: Finance, Personnel, Planning, and Policies. The list of 2022-2023 appointments is included in your packet. On May 24, I emailed all trustees with a request to contact President LeSage if you preferred to serve on a different committee. If there are no objections, President LeSage will likely reappoint trustees to the committees on which they are already serving.
- B. Appointment of ad hoc Trustee Recruitment Committee to fill Board vacancy –** Following the departure of Elise Balzer, we have a vacancy on the Board that needs to be filled. The Board can discuss how they want to proceed. One option is to review applications already submitted during the last round of recruitment in March of last year. Another option would be to solicit additional applications. Vice President Ligocki may appoint trustees to the committee in President LeSage's absence. The ad hoc Trustee Recruitment Committee should include at least three trustees.
- C. Discussion and possible action regarding proposal to create two part-time positions out of an existing full-time position * –** As you know, full-time Library Assistant Jane Groshan retired at the end of last month after 23 years with the Library. Jane's position was ostensibly split evenly between Circulation Services and Children's Services. We are proposing to split Jane's position into two part-time positions, one in Children's Services and the other in Circulation. Doing so will provide us greater flexibility in covering our service desks and allow for an increase in programs for young children. The Library Board's Personnel Committee recommended this change by a vote of 3-0 on 6/6/23.
- D. Discussion and possible action regarding proposed changes to Appropriate Library Behavior Policy (enclosure) * –** This is a policy that we aim to review every year, so it was overdue for another look. (The

policy was last revised in 2019.) Suggested changes from the Library's Management Team and the Board's policies committee are in red.

E. Discussion and possible action regarding proposed changes to Carnegie Room Use Policy (enclosure) * - This is a policy that we aim to review once every 2-3 years, so it was due for another look. (The policy was last revised in 2019.) Suggested changes from the Library's Management Team and the Board's policies committee are in red.

F. Discussion and possible action regarding proposed changes to Second Floor Meeting Rooms Policy (enclosure) * - This is a policy that we aim to review once every 2-3 years, so it was overdue for another look. (The policy was last revised in 2017.) Suggested changes from the Library's Management Team and the Board's policies committee are in red.

XIV. Pending Agenda Items

A. Allocation/designation of Fund 217 fund balance for future library expansion project – On the advice of City Finance Director Dave Ehlinger, the Board's Finance Committee will consider ear-marking the fund balance in fund 217 for a future building project. I would recommend that the committee take this up at their meeting later this summer when they consider the 2024 operating budget.

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, MAY 17, 2023, @ 6:30 P.M.
HYBRID MEETING IN CARNEGIE ROOM
& VIA ZOOM



PRESENT: Ken Axe; Elise Balzer; Teri LeSage; Jean Ligocki, City Council Representative; Sharon Meilahn Bartlett; Kristin Rosenberg, Stoughton Area School District Representative; Siri Vienneau, Student Trustee (virtual)
ABSENT: Amy Ketterer, President; Erin Meinholz, Vice-President; Dayna Verstegen
ALSO PRESENT: Jim Ramsey, Library Director; Sarah Mcnette, Administrative Assistant

- I. CALL TO ORDER. 6:32 p.m. by Library Director Jim Ramsey
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW.
- III. CONSENT AGENDA. *Motion to approve: Ligocki. Second: Meilahn Bartlett. Vote: 5-0*
- IV. RECOGNITION OPPORTUNITIES. Ramsey thanked Board members for writing thank you notes to Library staff.
- V. PUBLIC COMMENT PERIOD. None.
- VI. REVIEW/DISCUSSION OF CORRESPONDENCE. None.
- VII. EDUCATION UPDATES. Meilahn Bartlett shared information about upcoming Cultural Diversity and Juneteenth celebrations. Ligocki expressed appreciation for the Library's Pride event. Rosenberg reported that she gave the director of the Eau Claire library a tour of the Library.

[Vienneau arrived at 6:36 p.m.]

[Axe arrived at 6:37 p.m.]

- VIII. BOARD IN-SERVICE. PRESENTATION ON TRENDS IN CIRCULATION POST-COVID SHUTDOWN BY DIRECTOR JIM RAMSEY.
- IX. DIRECTOR'S REPORT. In addition to his written report, Ramsey informed the board that Board member Elise Balzer is stepping down and provided an update on the process of turning Jane Groshan's full-time position into two part-time positions.
- X. COMMITTEE REPORTS
 - A. Finance: did not meet.
 - B. Personnel: did not meet.
 - C. Planning: did not meet.
 - D. Policies: did not meet.
- XI. OLD BUSINESS. None.
- XII. NEW BUSINESS.
 - A. APPOINTMENT OF 2023-2024 STUDENT TRUSTEE. Rosenberg nominated Vienneau to serve another term as Student Trustee. The Board voted 6-0 to accept.
 - B. NOMINATIONS AND ELECTIONS OF 2023-2024 BOARD OFFICERS. *Axe nominated LeSage for President. Ligocki seconded. LeSage accepted the nomination. The Board voted 5-0 to accept with Balzer abstaining. Meilahn Bartlett nominated*

- Ligocki for Vice-President. Axe seconded. Ligocki accepted the nomination. The Board voted 5-0 to accept with Balzer abstaining.*
- C. DISCUSSION OF 2023-2024 COMMITTEE ASSIGNMENTS. Ramsey presented and reminded trustees that 2023-2024 committee assignments will be at the next meeting on June 21.
- D. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE LIBRARY'S 2023-2026 STRATEGIC PLAN. Ramsey presented the 2023-2026 Strategic Plan, which is a rewrite/reworking of the 2020-2022 Strategic Plan. *Motion to approve: Axe. Second: Meilahn Bartlett. Vote: 6-0.*
- E. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF AGREEMENT TO PARTICIPATE IN SOUTH CENTRAL LIBRARY SYSTEM TECHNOLOGY SERVICES. Ramsey presented. *Motion to approve: Ligocki. Second: Meilahn Bartlett. Vote: 6-0.*
- XIII. PENDING AGENDA ITEMS. Future designation of Library Gift Fund (217) Fund Balance
- XIV. ADJOURNMENT. *Motion to adjourn at 7:31 P.M.: Ligocki. Second: Rosenberg. Vote: 6-0.*

Minutes taken by Sarah Monette

GL NUMBER	DESCRIPTION	2023		YTD BALANCE		ACTIVITY FOR		AVAILABLE			
		AMENDED BUDGET	NORMAL	05/31/2023	(ABNORMAL)	MONTH 05/31/2023	(DECREASE)	NORMAL	(ABNORMAL)	% BGD	USED
Fund 215 - LIBRARY FUND											
Revenues											
215-00000-41110	PROPERTY TAX - OPERATIONS	726,880.00		302,866.65		60,573.33		424,013.35		41.67	
215-00000-43330	FED GRANT - COVID-19	0.00		0.00		0.00		0.00		0.00	
215-00000-43529	FEDERAL ASSISTANCE FUNDING - COVID	0.00		0.00		0.00		0.00		0.00	
215-00000-43534	STATE AID	0.00		0.00		0.00		0.00		0.00	
215-00000-43720	DANE COUNTY SERVICE FEES	249,910.00		14,980.43		0.00		249,910.00		100.00	
215-00000-43725	OTHER COUNTIES SERVICE FEES	0.00		0.00		0.00		(14,980.43)		100.00	
215-00000-46110	SCLS DIRECT CASH GRANTS	0.00		0.00		0.00		0.00		0.00	
215-00000-46710	MISC. REVENUE	0.00		279.45		0.00		(279.45)		100.00	
215-00000-46712	LIBRARY FEES	4,000.00		1,513.54		510.42		2,486.46		37.84	
215-00000-47301	COPY MACHINE	2,500.00		1,599.63		429.18		900.37		63.99	
215-00000-47302	CHARGES TO DANE COUNTY	14,979.00		0.00		0.00		14,979.00		0.00	
215-00000-48110	CHARGES TO MUNICIPALITIES	0.00		46.89		46.89		(46.89)		100.00	
215-00000-48500	INTEREST INCOME	1,000.00		346.01		346.01		653.99		34.60	
215-00000-49204	DONATIONS	0.00		0.00		0.00		0.00		0.00	
215-00000-49210	INTRAFUND TRANSFER IN	0.00		0.00		0.00		0.00		0.00	
215-00000-49228	TRANSFER IN - GENERAL FUND	0.00		0.00		0.00		0.00		0.00	
215-00000-49300	TRANS IN UTILITIES (ONE SIDED)	0.00		0.00		0.00		0.00		0.00	
215-00000-49910	SURPLUS	0.00		0.00		0.00		0.00		0.00	
215-00000-49940	FUND BAL APPLIED - TAX LEVY	0.00		0.00		0.00		0.00		0.00	
	FUND BAL APPLIED - DEFICITS	0.00		0.00		0.00		0.00		0.00	
Total Dept 00000 - REVENUE		999,269.00		321,632.60		61,905.83		677,636.40		32.19	
Dept 55110 - LIBRARY											
215-55110-41110	PROPERTY TAX - OPERATIONS	0.00		0.00		0.00		0.00		0.00	
215-55110-43315	FEDERAL GRANTS	0.00		0.00		0.00		0.00		0.00	
215-55110-43720	DANE COUNTY SERVICE FEES	0.00		0.00		0.00		0.00		0.00	
215-55110-43725	OTHRP. COUNTIES SERVICE FEES	0.00		0.00		0.00		0.00		0.00	
215-55110-46110	MISC. REVENUE	0.00		0.00		0.00		0.00		0.00	
215-55110-46710	LIBRARY FEES	0.00		0.00		0.00		0.00		0.00	
215-55110-46712	COPY MACHINE	0.00		0.00		0.00		0.00		0.00	
215-55110-47301	CHARGES TO DANE COUNTY	0.00		0.00		0.00		0.00		0.00	
215-55110-47302	CHARGES TO MUNICIPALITIES	0.00		0.00		0.00		0.00		0.00	
215-55110-48110	INTEREST INCOME	0.00		0.00		0.00		0.00		0.00	
215-55110-48500	DONATIONS	0.00		0.00		0.00		0.00		0.00	
215-55110-49210	TRANSFER IN - GENERAL FUND	8,227.00		8,227.00		0.00		0.00		100.00	
Total Dept 55110 - LIBRARY		8,227.00		8,227.00		0.00		0.00		100.00	
TOTAL REVENUES		1,007,496.00		329,859.60		61,905.83		677,636.40		32.74	
Expenditures											
Dept 55110 - LIBRARY											
215-55110-50110	SALARIES	90,227.00		38,040.84		6,940.80		52,186.16		42.16	
215-55110-50120	WAGES	431,524.00		175,625.47		32,118.72		255,898.53		40.70	
215-55110-50126	OVERTIME	0.00		0.00		0.00		0.00		0.00	
215-55110-50127	WAGES - PART TIME	78,297.00		33,435.20		5,891.68		44,861.80		42.70	
215-55110-50128	SEASONAL/TEMPORARY	8,840.00		4,778.69		1,044.00		4,061.31		54.06	
215-55110-50129	WAGES - LONGEVITY	7,600.00		0.00		0.00		7,600.00		0.00	
215-55110-50151	EMPLOYEE BENEFITS	0.00		5,648.92		0.00		(5,648.92)		100.00	
215-55110-50152	HEALTH/DENTAL INSURANCE	0.00		10,906.16		0.00		(10,906.16)		100.00	
215-55110-50153	SELF INSURED LOSSES	0.00		0.00		0.00		0.00		0.00	

GL NUMBER	DESCRIPTION	2023		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	05/31/2023	05/31/2023	MONTH 05/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 215 - LIBRARY FUND										
Expenditures										
215-55110-50160	FICA TAXES	47,161.00		15,132.20		3,332.52		32,028.80		32.09
215-55110-50161	WBS - GENERAL	30,759.00		11,109.22		2,475.19		19,649.78		36.12
215-55110-50163	HEALTH INSURANCE	115,000.00		41,155.69		10,172.46		73,844.31		35.79
215-55110-50164	DENTAL INSURANCE	6,777.00		2,468.84		617.21		4,308.16		36.43
215-55110-50165	LIFE INSURANCE	211.00		396.80		99.20		(185.80)		188.06
215-55110-50200	MISC OUTSIDE SERVICES	0.00		0.00		0.00		0.00		0.00
215-55110-50210	TELEPHONE	0.00		0.00		0.00		0.00		0.00
215-55110-50211	POSTAGE	1,000.00		364.19		145.14		635.81		36.42
215-55110-50212	TRAVEL/CONFERENCE	1,600.00		983.79		155.24		616.21		61.49
215-55110-50213	SALES TAX	0.00		0.00		0.00		0.00		0.00
215-55110-50216	OUTSIDE SERVICES/CONTRACTS-2	200.00		0.00		0.00		200.00		0.00
215-55110-50217	OUTSIDE SERVICES/CONTRACTS-3	300.00		0.00		0.00		300.00		0.00
215-55110-50218	SHARED DELIVERY AND OUTREACH	0.00		0.00		0.00		0.00		0.00
215-55110-50220	UTILITIES	21,000.00		4,553.13		1,070.51		16,446.87		21.68
215-55110-50221	UTILITIES-BUILDING 2	6,000.00		3,096.19		339.94		2,903.81		51.60
215-55110-50240	EQUIPMENT MAINTENANCE	2,800.00		1,739.21		228.46		1,060.79		62.11
215-55110-50250	REPAIR & MAINTENANCE	9,000.00		4,716.32		352.94		4,283.68		52.40
215-55110-50289	TECHNOLOGY COSTS	56,000.00		52,909.82		39.00		3,090.18		94.48
215-55110-50300	MISC EXPENSES	500.00		294.17		17.28		205.83		58.83
215-55110-50313	PROGRAMS/PUBLICITY	4,500.00		2,513.90		367.22		1,986.10		55.86
215-55110-50320	SUBSCRIPTIONS/DUES	600.00		175.00		0.00		425.00		29.17
215-55110-50326	PERIODICALS	5,400.00		3,338.62		0.00		2,061.38		61.83
215-55110-50327	E-RESOURCES	12,000.00		11,834.02		0.00		165.98		98.62
215-55110-50328	AUDIO VISUAL	9,000.00		2,997.78		769.87		6,002.22		33.31
215-55110-50329	BOOKS	50,000.00		19,608.29		5,672.15		30,391.71		39.22
215-55110-50340	OPERATING EXPENSES	5,000.00		875.12		145.99		4,124.88		17.50
215-55110-50341	OPERATING EXPENSES-SPECIALIZED-1	200.00		19.96		0.00		180.04		9.98
215-55110-50342	OPERATING EXPENSES-SPECIALIZED-2	6,000.00		2,791.12		632.42		3,208.88		46.52
215-55110-50444	NON-COLLECTION DAMAGE CHARGES	0.00		293.59		57.99		(293.59)		100.00
215-55110-50810	CAPITAL-EQUIPMENT	0.00		524.04		0.00		(524.04)		100.00
215-55110-50820	CAPITAL- COMPUTERS	0.00		0.00		0.00		0.00		0.00
215-55110-50900	CONTINGENCY	0.00		0.00		0.00		0.00		0.00
215-55110-50930	TRANSFER TO OTHER FUND	0.00		0.00		0.00		0.00		0.00
Total Dept 55110 - LIBRARY		1,007,496.00		452,326.29		72,675.93		555,169.71		44.90
TOTAL EXPENDITURES		1,007,496.00		452,326.29		72,675.93		555,169.71		44.90
Fund 215 - LIBRARY FUND:										
TOTAL REVENUES		1,007,496.00		329,859.60		61,905.83		677,636.40		32.74
TOTAL EXPENDITURES		1,007,496.00		452,326.29		72,675.93		555,169.71		44.90
NET OF REVENUES & EXPENDITURES		0.00		(122,466.69)		(10,770.10)		122,466.69		100.00

Fund 215 LIBRARY FUND

GL Number	Description	Balance
*** Assets ***		
215-00000-11100	PRIMARY CHECKING	339,451.92
215-00000-11102	US BANK - CC	4,914.14
Total Assets		344,366.06
*** Liabilities ***		
215-00000-21100	ACCOUNTS PAYABLE	12.99
215-00000-21700	ACCRUED PAYROLL	24,404.18
215-00000-26600	DEF INFLOW - PROPERTY TAXES	424,013.35
Total Liabilities		448,430.52
*** Fund Balance ***		
215-00000-39600	FUND BALANCE RESTRICTED	18,402.23
Total Fund Balance		18,402.23
Beginning Fund Balance		18,402.23
Net of Revenues VS Expenditures		(122,466.69)
Ending Fund Balance		(104,064.46)
Total Liabilities And Fund Balance		344,366.06

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 05/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
		AMENDED BUDGET					
Fund 217 - LIBRARY SPECIAL GIFT FUND							
Revenues							
Dept 00000 - REVENUE							
217-00000-48110	INTEREST INCOME	1,000.00		4,637.74	955.99	(3,637.74)	463.77
217-00000-48500	DONATIONS - DESIGNATED	60,000.00		60,707.67	1,899.07	(707.67)	101.18
217-00000-48510	DONATIONS - UNDESIGNATED	0.00		0.00	0.00	0.00	0.00
217-00000-48520	DONATIONS - BUILDING FUND	0.00		0.00	0.00	0.00	0.00
217-00000-48530	DONATIONS -FUNDRAISING ACCOUNT	0.00		0.00	0.00	0.00	0.00
217-00000-49210	TRANSFER IN - GENERAL FUND	0.00		0.00	0.00	0.00	0.00
217-00000-49300	SURPLUS	0.00		0.00	0.00	0.00	0.00
217-00000-49910	FUND BAL APPLIED - TAX LEVY	(11,000.00)		0.00	0.00	(11,000.00)	0.00
217-00000-49920	FUND BAL APPLIED - TRANSFERS	0.00		0.00	0.00	0.00	0.00
217-00000-49940	FUND BAL APPLIED - DEFICITS	0.00		0.00	0.00	0.00	0.00
Total Dept 00000 - REVENUE		50,000.00		65,345.41	2,855.06	(15,345.41)	130.69
Dept 55110 - LIBRARY							
217-55110-48110	INTEREST INCOME	0.00		0.00	0.00	0.00	0.00
217-55110-48500	DONATIONS	0.00		0.00	0.00	0.00	0.00
217-55110-48510	DONATIONS - UNDESIGNATED	0.00		0.00	0.00	0.00	0.00
217-55110-48530	DONATIONS -FUNDRAISING ACCOUNT	0.00		0.00	0.00	0.00	0.00
217-55110-49910	FUND BAL APPLIED - TAX LEVY	0.00		0.00	0.00	0.00	0.00
217-55110-49940	FUND BAL APPLIED - DEFICITS	0.00		0.00	0.00	0.00	0.00
Total Dept 55110 - LIBRARY		0.00		0.00	0.00	0.00	0.00
TOTAL REVENUES		50,000.00		65,345.41	2,855.06	(15,345.41)	130.69
Expenditures							
Dept 00000 - REVENUE							
217-00000-50936	TR OUT - LIBRARY FUND	0.00		0.00	0.00	0.00	0.00
Total Dept 00000 - REVENUE		0.00		0.00	0.00	0.00	0.00
Dept 55110 - LIBRARY							
217-55110-50499	DEPT DEFICIT	0.00		0.00	0.00	0.00	0.00
217-55110-50500	DESIGNATED	50,000.00		32,776.48	8,666.32	17,223.52	65.55
217-55110-50501	UNDESIGNATED	0.00		20.98	0.00	(20.98)	100.00
217-55110-50502	BUILDING FUND	0.00		0.00	0.00	0.00	0.00
217-55110-50503	DESIGNATED-FUNDRAISING ACCOUNT	0.00		0.00	0.00	0.00	0.00
217-55110-50936	TR OUT - FUND 215	0.00		0.00	0.00	0.00	0.00
Total Dept 55110 - LIBRARY		50,000.00		32,797.46	8,666.32	17,202.54	65.59
TOTAL EXPENDITURES		50,000.00		32,797.46	8,666.32	17,202.54	65.59
Fund 217 - LIBRARY SPECIAL GIFT FUND:							
TOTAL REVENUES		50,000.00		65,345.41	2,855.06	(15,345.41)	130.69
TOTAL EXPENDITURES		50,000.00		32,797.46	8,666.32	17,202.54	65.59
NET OF REVENUES & EXPENDITURES		0.00		32,547.95	(5,811.26)	(32,547.95)	100.00

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023		AVAILABLE BALANCE (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
	TOTAL REVENUES - ALL FUNDS	1,057,496.00		395,205.01	64,760.89		662,290.99	37.37
	TOTAL EXPENDITURES - ALL FUNDS	1,057,496.00		485,123.75	81,342.25		572,372.25	45.87
	NET OF REVENUES & EXPENDITURES	0.00		(89,918.74)	(16,581.36)		89,918.74	100.00

Fund 217 LIBRARY SPECIAL GIFT FUND

GL Number	Description	Balance
*** Assets ***		
217-00000-11100	PRIMARY CHECKING	93,350.24
217-00000-11102	US BANK - CC	1,097.74
217-00000-11302	WISC INVESTMENT FUND	204,202.55
Total Assets		298,650.53
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
217-00000-34000	FUND BALANCE-DESIGNATED	1,746.17
217-00000-39600	FUND BALANCE RESTRICTED	264,356.41
Total Fund Balance		266,102.58
Beginning Fund Balance		266,102.58
Net of Revenues VS Expenditures		32,547.95
Ending Fund Balance		298,650.53
Total Liabilities And Fund Balance		298,650.53

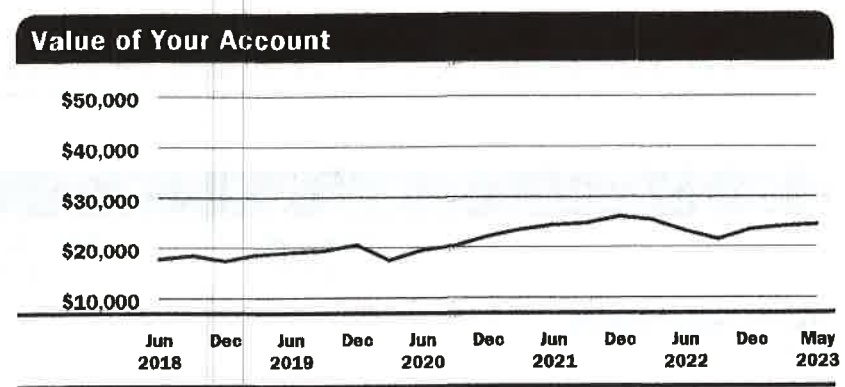
Stoughton Area Comm Foundation

Track your goals on the go

We're here for you even when you're away. Stay connected with your Edward Jones team and your Edward Jones goals and accounts - anytime, anywhere - with our app. Download it from your favorite app store or visit edwardjones.com/app to learn more.

Corporate - Select
Portfolio Objective - Account: Balanced Toward Growth

Account Value	
\$24,319.72	
1 Month Ago	\$24,514.65
1 Year Ago	\$24,433.66
3 Years Ago	\$19,510.98
5 Years Ago	\$17,858.74



Value Summary			
		This Period	This Year
Beginning Value		\$24,514.65	\$23,489.36
Assets Added to Account		0.00	0.00
Assets Withdrawn from Account		0.00	0.00
Fees and Charges		0.00	0.00
Change In Value		-194.93	830.36
Ending Value		\$24,319.72	

For more information regarding the Value Summary section, please visit www.edwardjones.com/mystatementguide.

Rate of Return					
Your Personal Rate of Return for Assets Held at Edward Jones	This Quarter	Year to Date	Last 12 Months	3 Years Annualized	5 Years Annualized
	0.82%	3.54%	0.88%	8.03%	6.12%

2023 EXPENDITURES: FUND 215

JUNE

MOVED:

SECONDED:

VOTE:

Inv. Date	Payment	Line Item	Vendor	Description	Amount
05/31/23	06/21/23	50211	Baker & Taylor AD217BK	fuel surcharge	\$ 5.52
05/31/23	06/21/23	50211	Baker & Taylor AD217BK	processing	\$ 11.84
05/31/23	06/21/23	50211	Baker & Taylor AD329	fuel surcharge	\$ 12.94
05/31/23	AB prepaid CC	50211	USPS	USPS 053121 211	\$ 87.80
06/01/23	06/21/23	50211	Ingram	fuel surcharge	\$ 27.00
05/05/23	06/21/23	50212	Bosky, Amanda	AB 050523 mileage	\$ 31.70
06/05/23	06/21/23	50212	Naeseth Library	NL 060523 212	\$ 50.00
05/06/23	CITY prepaid	50220	Stoughton Utilities	SU 050623 util	\$ 1,070.51
06/06/23	06/21/23	50221	Alliant Energy	AE 060623	\$ 328.55
05/17/23	06/21/23	50240	Gordon Flesch	GF 051723 copier2	\$ 95.02
06/03/23	06/21/23	50240	Gordon Flesch	GF 060323 copier1	\$ 156.94
02/24/23	06/21/23	50250	Stoughton Lumber Co.	SLC 022423 square	\$ 12.99
03/02/23	06/21/23	50250	No Shorts Electric	NSE 030223 mezz	\$ 3,103.04
03/09/23	06/21/23	50250	Peterson Pest Mgmt.	PPM 030923	\$ 40.00
04/06/23	06/21/23	50250	Schumacher Elev. Co.	SCH 040623 elev.	\$ 152.94
04/07/23	06/21/23	50250	Stoughton Lumber Co.	SLC 040723	\$ 16.98
04/13/23	06/21/23	50250	Peterson Pest Mgmt.	PPM 041323	\$ 40.00
05/04/23	06/21/23	50250	Peterson Pest Mgmt.	PPM 050423	\$ 40.00
05/05/23	SB prepaid CC	50250	Petsmart	PS 050523 250	\$ 56.99
05/10/23	06/21/23	50250	No Shorts Electric	NSE 051023	\$ 291.00
05/15/23	06/21/23	50289	Bluum	BLU 050823 Reach	\$ 375.00
05/15/23	JR prepaid CC	50289	Zoom	ZM 051523 TECH	\$ 158.15
05/28/23	JR prepaid CC	50289	Donor Tools	DT 052823 TECH	\$ 39.00
05/05/23	AB prepaid CC	50313	Westfield Comics	WC 050523 SLPTE	\$ 24.99
05/09/23	MO prepaid CC	50313	Walmart	WM050923ProgCH	\$ 9.86
05/17/23	CS prepaid CC	50313	Dollar Tree	DT 051723 SLP TE	\$ 42.50
05/17/23	CS prepaid CC	50313	Pancake Café	PC 051723 SLP TE	\$ 10.00
05/19/23	SB prepaid CC	50313	Amazon	AZ 051723 SLP CH	\$ 13.99
05/21/23	SB prepaid CC	50313	Amazon	AZ 051623 SLP CH	\$ 47.99
05/21/23	SB prepaid CC	50313	Amazon	AZ 051623 SLP CH	\$ 91.93
05/21/23	SB prepaid CC	50313	Amazon	AZ 051623 SLP CH	\$ 58.38
05/21/23	SB prepaid CC	50313	Amazon	AZ 051723 SLP CH	\$ 147.79
05/21/23	SB prepaid CC	50313	Amazon	AZ 051723 SLP CH	\$ 46.41
05/24/23	SB prepaid CC	50313	Amazon	AZ 052323 CC	\$ 42.55
05/24/23	SB prepaid CC	50313	Spry Whimsy	SW 052423 CC	\$ 52.88
05/26/23	SB prepaid CC	50313	Amazon	AZ 052523 CC	\$ 35.98
05/28/23	SB prepaid CC	50313	Amazon	AZ 052523 CC	\$ 14.99

05/30/23	SB prepaid CC	50313	Amazon	AZ 052523 CC	\$ 22.35
05/15/23	SB prepaid CC	50328	Amazon	AZ 042023 JDVD	\$ 4.89
05/16/23	SB prepaid CC	50328	Amazon	AZ 051523 JDVD	\$ 8.81
05/22/23	06/21/23	50328	Playaway	FA 051523 CBCD	\$ 892.84
05/30/23	06/21/23	50328	Playaway	FA 051523 CBCD	\$ 124.98
05/31/23	06/21/23	50328	Baker & Taylor AD328	AD/TE materials	\$ 262.42
06/01/23	06/21/23	50328	Ingram	AD/TE materials	\$ 141.31
05/03/23	06/21/23	50329	Penworthy	PW 050323 CE	\$ 489.52
05/03/23	06/21/23	50329	Penworthy	PW 050323 CN	\$ 1,492.34
05/03/23	06/21/23	50329	Penworthy	PW 050323 CN GN	\$ 413.89
05/03/23	06/21/23	50329	Penworthy	PW 050323 CP	\$ 314.34
05/05/23	MO prepaid CC	50329	Westfield Comics	WF 050523 CN	\$ 91.95
05/19/23	SB prepaid CC	50329	Amazon	AZ 051923 CP	\$ 32.30
05/31/23	06/21/23	50329	Baker & Taylor AD329	AD/TE materials	\$ 1,294.08
06/01/23	SB prepaid CC	50329	Amazon	AZ 053123 AF	\$ 20.55
06/01/23	06/21/23	50329	Ingram	CH materials	\$ 968.00
06/01/23	06/21/23	50329	Ingram	AD/TE materials	\$ 1,674.56
05/09/23	SB prepaid CC	50340	Walmart	WM 050923 OS	\$ 23.96
05/14/23	SB prepaid CC	50340	Amazon	AZ 051223 OS	\$ 26.23
05/26/23	06/21/23	50340	Complete Office	CO 052523 OS	\$ 145.35
05/09/23	SB prepaid CC	50342	Amazon	AZ 050923 LS	\$ 99.82
05/11/23	SB prepaid CC	50342	Amazon	AZ 051123 LS	\$ 32.32
05/31/23	06/21/23	50342	Baker & Taylor AD329	processing	\$ 43.66
06/01/23	06/21/23	50342	Ingram	processing	\$ 176.72
05/17/23	06/21/23	50444	Madison Public Library	MAD 051723	\$ 10.00
06/06/23	06/21/23	50444	Dane County Library Svc.	DCL 060623	\$ 15.00
06/07/23	06/21/23	50444	Cords, Sarah	SC 060723	\$ 28.00
06/07/23	06/21/23	50444	McGrath, Erin	EMG 060723	\$ 15.95
06/14/23	06/21/23	50444	Gomez, Alexandra	AG 061423 (1)	\$ 25.99
06/14/23	06/21/23	50444	Gomez, Alexandra	AG 061423 (2)	\$ 28.00
03/22/23	06/21/23	50830	EBI	EBI032223cabinets	\$ 8,814.09
06/07/23	06/21/23	50870	Madison College	MC 060723 shed	\$ 2,000.00

2023 EXPENDITURES: FUND 217
JUNE

MOVED:

SECONDED:

VOTE:

Inv. Date	Payment	Vendor	Description	Stream	Material	50500	50501	50502	50503
05/05/23	AB prepaid CC	Westfield Comics	WC050523FPProg	FoL	program	\$ 79.20			
05/05/23	AB prepaid CC	Westfield Comics	WC050523MAD	Misc.	books	\$ 164.92			
05/06/23	SB prepaid CC	Amazon	AZ 042023 BVG	Bryant	video games	\$ (0.57)			
05/09/23	06/21/23	Lusterkommune	LK050923Kvamme	Kvamme	books	\$ 500.00			
05/10/23	06/21/23	UPS Store	UPS051023FPRJ	FoL	program	\$ 1,400.00			
05/11/23	SB prepaid CC	Amazon	AZ 042023 BVG	Bryant	video games	\$ 69.00			
05/12/23	SB prepaid CC	Amazon	AZ 051123 FPRJ	FoL	program	\$ 36.15			
05/15/23	SB prepaid CC	Amazon	AZ 051523 DAN	D'Angelo	program	\$ 8.49			
05/16/23	SB prepaid CC	Amazon	AZ 051523 DAN	D'Angelo	program	\$ 4.99			
05/16/23	SB prepaid CC	Amazon	AZ 051523 DAN	D'Angelo	program	\$ 59.99			
05/16/23	SB prepaid CC	Amazon	AZ 051523 DAN	D'Angelo	program	\$ 115.85			
05/16/23	SR prepaid CC	Amazon	AZ051523BBIRD	Bryant	other	\$ 23.74			
05/17/23	SB prepaid CC	Amazon	AZ051523BBIRD	Bryant	other	\$ 290.95			
05/18/23	SB prepaid CC	Amazon	AZ 051523 DAN	D'Angelo	program	\$ 148.45			
05/21/23	SB prepaid CC	Amazon	AZ051523BBIRD	Bryant	other	\$ 123.90			
05/21/23	SB prepaid CC	Amazon	AZ051923BBIRD	Bryant	other	\$ 8.90			
05/23/23	06/21/23	Spencer, Mason	MS 060323 FPRJ	FoL	program	\$ 150.00			
05/23/23	CS prepaid CC	Walmart	WM 052323 BBG	Bryant	board games	\$ 96.03			
05/28/23	AB prepaid CC	New York Times	NYT 052823 sels	Selsor	subscription	\$ 56.00			
05/31/23	06/01/23	Baker & Taylor	AD/TE materials	FoL: LD	books	\$ 279.17			
05/31/23	06/01/23	Baker & Taylor	AD/TE materials	Bryant	books	\$ 272.74			
05/31/23	06/01/23	Baker & Taylor	AD/TE materials	FoL: LD	AV	\$ 148.21			
06/01/23	SB prepaid CC	Amazon	AZ 042023 BVG	Bryant	video games	\$ 29.99			
06/01/23	06/21/23	Ingram	AD/TE materials	FoL: R	books	\$ 179.14			

06/01/23	06/21/23	Ingram	AD/TE materials	Sunday	program	\$ 104.27		
06/01/23	06/21/23	Ingram	AD/TE materials	Bryant	books	\$ 284.30		
06/01/23	06/21/23	Ingram	AD/TE materials	BeTP	books	\$ 29.97		
06/01/23	06/21/23	Ingram	AD/TE materials	Misc.	books	\$ 65.04		
06/01/23	06/21/23	Stoughton Yoga	SY060123FProg	FoL	program	\$ 80.00		
06/01/23	MO prepaid CC	Walmart	WM0601423SUNPri	Sunday	program	\$ 49.92		
06/06/23	06/21/23	Vendor: Sunshine Rainbow	SR 060623 PRI	Sunday	program	\$ 150.00		

The State of AMERICA'S LIBRARIES

2023

LIBRARIES *adapt* AND *innovate*
IN THE MIDST OF RECORD-BREAKING
censorship challenges.



A report from **ALA** American Library Association

From the Executive Director

TRACIE D. HALL



This year's edition of the State of America's Libraries finds libraries literally and figuratively at the epicenter of the dialogue (and debate) about the wellbeing of our communities, the health of our economy, and the state of our democracy as the nation seeks to rebound from the enduring COVID-19 pandemic and recognizes expanding information and digital access as critical to that recovery.

Many libraries and their staffs nationwide—school, public, college and university, special, carceral, and consortial—found themselves contending with reduced funding and staffing, threats to personal safety in the form of bomb scares and to professional livelihoods from [firings and job losses](#), and bills threatening to criminally charge librarians or defund libraries altogether for making certain materials available on their shelves or findable through reference services. Despite these pressures, libraries have proven themselves to be among the most adaptable of public and community-serving institutions. Just as they have faced numerous challenges, they have also found themselves needed in new and profound ways by their constituencies and, in responding to these rising demands, have found a way to innovate hybrid-service delivery models and programs that increasingly seek to get to the root causes of information, education, and socio-economic inequities and create opportunities in those same spaces.

Across the country, we have seen an emphasis on mental health and trauma resources, support for people who are neurodivergent or coping with memory loss, job upskilling and business-entrepreneurship programs, school libraries advancing instruction, academic freedom advocacy in higher education, and an increasing push towards open access and digital instruction in libraries.

Though there is continued recognition and public support for the work that libraries do as well as the symbolic role that libraries play in the maintenance of our democratic values as a nation, the steep surge of legislation that increasingly positions and compels library workers on and to the frontlines of book banning and censorship challenges demands that the LIS sector (including LIS education) and the American Library Association (ALA) expand opportunities for education and training on the tenets of intellectual freedom. Such endeavors will help build the competencies and capacity needed by our current and future workforce to not only help us to protect the right to read, but preserve library services more broadly. Towards that end, the information and data contained in this report, the presentation of new ALA platforms like [Unite Against Book Bans](#) and long-standing ones such as Banned Books Week or the review of the Top 13 Most Challenged Books of 2022 should not just be seen as data to consume, but rather as tools that can help libraries convene, empower, and mobilize their campuses and communities. It is our greatest hope that this report inspires all who read it to more clearly understand the power and more deeply mine the potential of America's libraries.

Tracie D. Hall is executive director of the American Library Association



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- 4 2022: A Year of Unprecedented
Challenges
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- 9 Librarians on the Frontline: A
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- 10 Forward Momentum: A Year of
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INTRODUCTION

There's More to the Story

LESSA KANANI'OPUA PELAYO-LOZADA



Over the last few years, our communities, our library workers, and our libraries have had to be braver than we ever thought possible. Living in the shadow of a global pandemic and navigating our new normal, we have

also continued to face unprecedented attempts to ban books and other assaults on the freedom to read. In the face of these changes and challenges, our libraries have found opportunity and our communities have shown that there's more to the story for everyone.

Our brave communities have used libraries to learn, be creative, and gain access to information. Our brave communities have used libraries to start small businesses, record podcasts, and earn their high school diplomas. Our brave communities have used libraries as safe havens for all ages, where anyone can be transported to Narnia or Wakanda and let their imaginations soar.

Our library story is the story of our communities. We grow, adapt, and change for their needs, and we focus our services on the values and ideals of our communities. As trusted institutions, libraries are the last bastion of democracy that is truly inclusive and free. Our professional values of intellectual freedom and social responsibility speak to the stories we can share in our libraries—stories of success and rising above.

When I visited Park View Middle School in Cranston, Rhode Island, librarian Stephanie Mills shared with me the stories of her students and how they embraced virtual and hybrid spaces to keep themselves connected to each other, to

books, and to the library. The students themselves described books with queer characters and stories with swear words that made them feel seen. For students who visit the library—sometimes multiple times a day, whether virtual or physical—it is their grounding place and will remain so throughout their lives. The stories of these students and of their librarian motivate us to unite against book bans, be brave for our communities, and ensure access to information for all.

As a former children's librarian, I know that stories are the foundation of almost everything. As a mixed-race Native Hawaiian woman born and raised in the continental United States, I know that access to my own stories and histories, as well as those of others, is essential to creating the society we try to model in libraries. When we talk about inclusion and being seen, we mean included and seen in all the intersectionalities of our lives, including race, ethnicity, gender identity, religion, ability, socioeconomic status, and more. When we talk about inclusion in libraries, we take all of these into account and take the wholeness and humanness of our communities into account, which is why we are the trusted institutions in our communities. It is

also why, despite the pushback against us, we continue to be there for those who need us year after year. There is always more to the story, and the library is here to make sure those stories get heard.

Lessa Kanani'opua Pelayo-Lozada is 2022–2023 president of the American Library Association and Adult Services Assistant Manager at Palos Verdes (Calif.) Library District.



ALA's Celebrate National Library Week poster.

2022: A Year of Unprecedented Challenges

DEBORAH CALDWELL-STONE



The American Library Association's (ALA) Office for Intellectual Freedom (OIF) has compiled information and data about efforts to censor books in libraries for more than 20 years, documenting how censorship in libraries has affected readers, communities, and

the profession. Overall, the story over the decades is one of uplift and perseverance. Libraries and library professionals who are committed to upholding the freedom to read provide a broad range of information resources to students and library users. They support early literacy activities and homeschooling families; assure that there are programs to inform and provide cultural enrichment for all ages; and supply essential data and information to businesses and entrepreneurs—all while ensuring that digital tools and broadband connections are on hand to provide everyone access to the internet, including those seeking to access government services and benefits.

But since the fall of 2020, reports submitted to OIF document a precipitous rise in the number of attempted book bans in school and public libraries across the United States. In 2022, OIF received a record 1,269 book challenges, the highest number of demands to ban books reported to ALA since the Association began compiling data about censorship in libraries. This nearly doubles the 729 challenges reported to OIF in 2021.

Censors targeted 2,571 unique titles in 2022, a 38% increase from the 1,858 unique titles targeted for censorship in 2021. Of those titles, the vast majority were written by or about members of the LGBTQIA+ community or by and about Black people, Indigenous people, and people of color.

Nearly 51% of censorship demands targeted books, materials, displays, and programs in school libraries and schools; 48% targeted public libraries. Most concerning, however, is the fact that 90% of the reported book challenges were demands to censor multiple titles—and of those demands to censor library books, 40% sought to remove or restrict over

These numbers . . . are evidence of a growing, well-organized, conservative political movement whose goals include removing books addressing race, history, gender identity, sexuality, and reproductive health from America's public libraries and school libraries that do not meet their approval.

100 books all at once. But prior to 2020, the vast majority of challenges to library books and resources were brought by a single parent who sought to remove or restrict access to a book their child was reading.

These numbers—and the list of the Top 13 Most Challenged Books of 2022—are evidence of a growing, well-organized, conservative political movement whose goals include removing books addressing race, history, gender identity, sexuality, and reproductive health from America's public libraries and school libraries that do not meet their approval. Using social media and other channels, these groups distribute booklists to their local chapters and individual adherents who then utilize the lists to initiate a mass challenge that can empty the shelves of a library.

Books are no longer the sole target of attacks orchestrated by conservative parent groups and right-wing media. Both school and public librarians are increasingly in the crosshairs of conservative groups during book challenges and subject to defamatory name-calling, online harassment, social media attacks, and doxxing, as well as direct threats to their safety, their employment, and their very liberty.

In 2022, legislators and elected officials in 12 states initiated legislation to amend state criminal obscenity statutes



in order to permit criminal prosecution of librarians and educators for distributing materials falsely claimed to be illegal and inappropriate for minors. For example: In Missouri, SB 775, signed into law in August 2022, requires school librarians to remove books claimed to be “explicit sexual material” or face criminal prosecution. As a result, hundreds of works of classic and contemporary literature, as well as works pertaining to health, wellbeing, and the sciences, have been removed from Missouri’s school libraries.

In December 2022, Louisiana Attorney General Jeff Landry introduced a “Protecting Minors” tip line for Louisiana residents to report librarians, teachers, school board members, district superintendents, and library supervisors who share books and resources addressing gender identity, sexual orientation, and materials addressing puberty, even as Landry admitted that the books being challenged in Louisiana’s public libraries were legal, constitutionally protected materials.

In communities and states where libraries, librarians, and board members have stood up against organized book challenges, there have been attacks on funding sources for libraries. Boundary County Library in Bonners Ferry, Idaho, closed when a group demanding the removal of books

that were not even in the library’s collection threatened to sue, causing the library’s insurer to cancel its insurance. In Jamestown Township, Michigan, a vocal conservative and religious group campaigned to defeat Patmos Library’s funding levy as a means of forcing the removal of six books with LGBTQIA+ themes. The group was successful, which means that Patmos’ access to life-changing services for job seekers, new computer users, budding readers, entrepreneurs, veterans, and tax filers will cease when Patmos Library runs out of cash.

Missouri Secretary of State Jay Ashcroft and state legislators are threatening to deny essential state aid to Missouri’s public libraries if their demands to censor books that they deem inappropriate are not met, which will likely close small and rural libraries throughout the state, ending access to essential library services for many Missourians.

Nevertheless, librarians, library users, and library champions are standing up to the censors and defending the freedom to read in libraries. With the assistance of the Missouri ACLU, the Missouri Library Association and the Missouri Association of School Librarians have gone to court to challenge the constitutionality of SB 775, arguing that no

Every Book Banned Leaves A Hole In A Child's Learning



Unite Against Book Bans Instagram graphic.
© 2023 UNITE AGAINST BOOK BANS

school librarian should be required to violate their students' First Amendment rights under threat of criminal prosecution. Citizens in Llano County, Texas, successfully sued in federal court to require the county and public library board to reinstate books removed from library shelves. And in Virginia Beach, Virginia, a state court dismissed an action filed by a local political candidate seeking to declare two books obscene for viewing by minors, holding that there was no evidence presented that either book (*Gender Queer* and *A Court of Mist and Fury*) was obscene.

Local residents are joining with librarians, library trustees, board members, parents, and library advocates from all walks of life to form groups like Texans Right to Read, Louisianans Against Censorship, FReadom Fighters, and more across the country. And thousands of individuals have joined Unite Against Book Bans since its debut in April of 2022.

[Unite Against Book Bans](#), an ALA initiative, is a broad coalition of more than 65 national partners, state affiliates, local organizations, and more than 10,000 individuals who trust people to make their own decisions about what to read. They

have harnessed their collective power to stand up together to fight censorship. They are standing up for libraries and library workers—the very people who protect the First Amendment rights of readers of all ages and ensure that everyone is able to use and access the library's resources, making the promise of the freedom to read a reality.

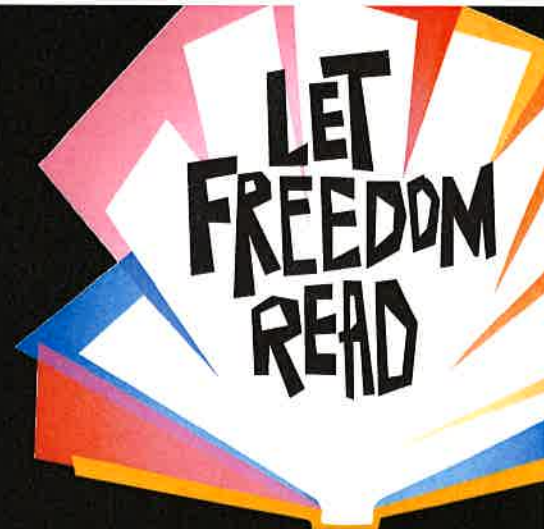
“At a time when government, civic institutions and even facts themselves have come under withering partisan attack, our libraries have become more important than ever. Their solemn place as safe spaces for truth and learning help nurture our kids, making for stronger citizens, stronger families and stronger communities. There are few better places for a child to spend time, and fewer worse places to make a political scapegoat.”—*The Tampa Bay Tribune* Editorial Board, March 10, 2023.

Deborah Caldwell-Stone is director of ALA's Office for Intellectual Freedom

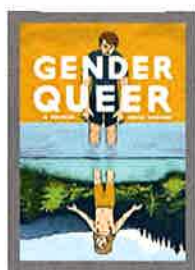
TDP 13

MOST CHALLENGED BOOKS OF 2022

The American Library Association tracked **1,269 challenges** to library, school, and university materials and services in 2022. Of the **2,571 unique titles** that were challenged or banned in 2022, here are the top 13 most challenged.



1

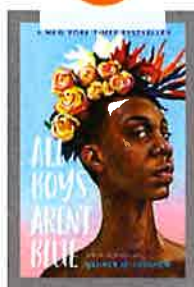


GENDER QUEER

by Maia Kobabe

REASONS: LGBTQIA+ content, claimed to be sexually explicit

2

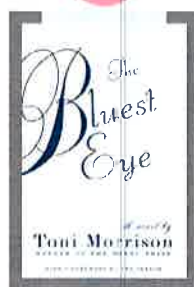


ALL BOYS AREN'T BLUE

by George M. Johnson

REASONS: LGBTQIA+ content, claimed to be sexually explicit

3



THE BLUEST EYE

by Toni Morrison

REASONS: rape, incest, claimed to be sexually explicit, EDI content

4



FLAMER

by Mike Curato

REASONS: LGBTQIA+ content, claimed to be sexually explicit

5



LOOKING FOR ALASKA

by John Green

REASONS: claimed to be sexually explicit, LGBTQIA+ content

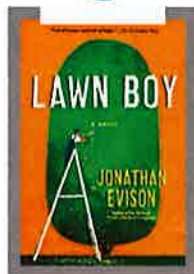


THE PERKS OF BEING A WALLFLOWER

by Stephen Chbosky

REASONS: claimed to be sexually explicit, LGBTQIA+ content, rape, drugs, profanity

7

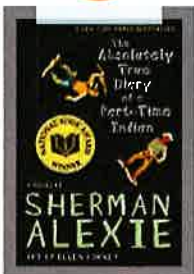


LAWN BOY

by Jonathan Evison

REASONS: LGBTQIA+ content, claimed to be sexually explicit

8

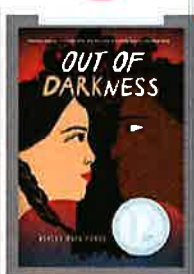


THE ABSOLUTELY TRUE DIARY OF A PART-TIME INDIAN

by Sherman Alexie

REASONS: claimed to be sexually explicit, profanity

9

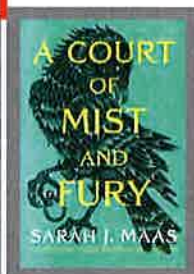


OUT OF DARKNESS

by Ashley Hope Perez

REASON: claimed to be sexually explicit

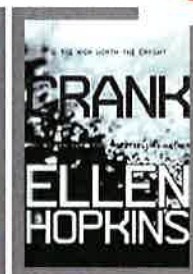
10



A COURT OF MIST AND FURY

by Sarah J. Maas

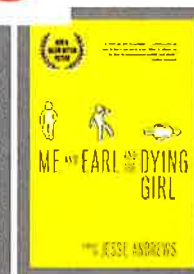
REASON: claimed to be sexually explicit



CRANK

by Ellen Hopkins

REASONS: claimed to be sexually explicit, drugs



ME AND EARL AND THE DYING GIRL

by Jesse Andrews

REASONS: claimed to be sexually explicit, profanity



THIS BOOK IS GAY

by Juno Dawson

REASONS: LGBTQIA+ content, sex education, claimed to be sexually explicit



OFFICE FOR
Intellectual Freedom
American Library Association

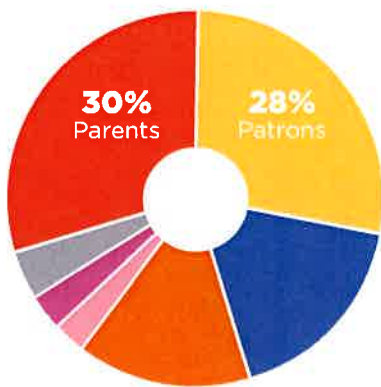
CENSORSHIP

BY THE NUMBERS

In 2022, the American Library Association tracked the highest number of attempted book bans since ALA began compiling data about censorship in libraries more than 20 years ago; 2,571 unique titles were challenged last year, up from 1,858 in 2021. [Learn more at ala.org/bbooks](https://www.ala.org/bbooks)



WHO INITIATES CHALLENGES?



17% Political/religious groups

15% Board/administration

3% Librarians/teachers

3% Elected officials

4% Other
(Includes non-custodial relatives, nonresidents, community members without library cards, etc.)

Statistics based on 1,207 cases with known initiators.

WHERE DO CHALLENGES TAKE PLACE?



48%
Public libraries



41%
School libraries



10%
Schools

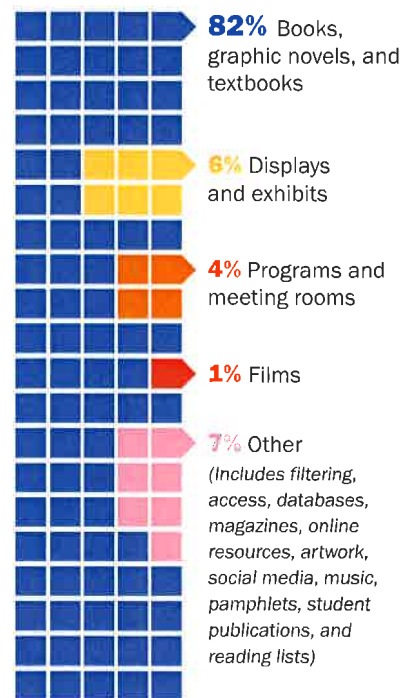


1%
Higher education libraries and other institutions

Statistics based on 1,264 cases with known locations.

BOOKS AND BEYOND

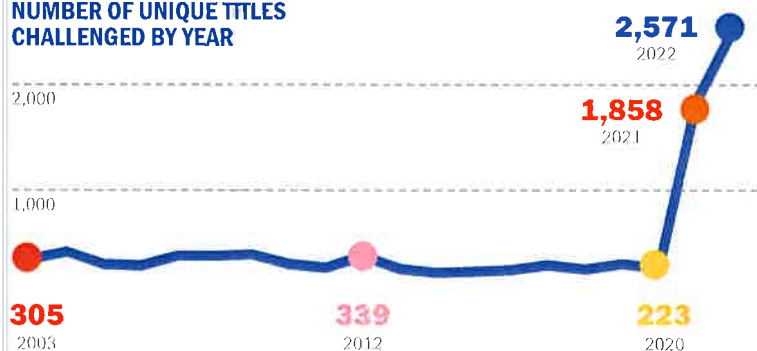
ALA's Office for Intellectual Freedom tracked **1,269 challenges** in 2022. Here's the breakdown:



CENSORSHIP ON THE RISE

The unparalleled number of reported book challenges in 2022 nearly doubled the number reported in 2021. The number of unique titles targeted marked a 38% increase over 2021.

NUMBER OF UNIQUE TITLES CHALLENGED BY YEAR



CENSORSHIP
STATISTICS
COMPILED BY:



OFFICE FOR
Intellectual Freedom
American Library Association

Librarians on the FRONTLINE

A Record Year for Challenges in School Libraries

2022 SAW AN UNPRECEDENTED INCREASE IN BOOK BANS AND CHALLENGES ESPECIALLY IN SCHOOL LIBRARIES. AND STANDING AT THE FRONTLINES AGAINST THESE ATTACKS TO DEFEND THE FREEDOM TO READ FOR HUNDREDS OF THOUSANDS OF YOUNG READERS WERE SCHOOL LIBRARIANS. THE NATIONAL PRESS TOOK NOTICE.

**The
New York
Times**

**WITH RISING BOOK BANS, LIBRARIANS HAVE COME UNDER
ATTACK**

New York Times, July 6, 2022



**ALUMNA WHO FOUGHT BOOK BAN AS SCHOOL LIBRARIAN
RECEIVES NATIONAL AWARD**

Rutgers University, July 22, 2022



**THE SCHOOL LIBRARY USED TO BE A SANCTUARY. NOW IT'S A
BATTLEGROUND**

CNN, October 31, 2022

**Los Angeles
Times**

**SCHOOL LIBRARIANS VILIFIED AS THE 'ARM OF SATAN' IN
BOOK-BANNING WARS**

The Los Angeles Times, January 27, 2023



**N.J. LIBRARIAN WHO FOUGHT BOOK BANNING CO-CREATES
APP TO HELP OTHERS DO THE SAME**

NJ.com, September 13, 2022

**The
Washington
Post**

**SCHOOLS NATIONWIDE ARE QUIETLY REMOVING BOOKS FROM
THEIR LIBRARIES: MEET THE LIBRARIANS FIGHTING BANS AND
SCRAMBLING TO PRESERVE CHILDREN'S FREEDOM TO READ**

Washington Post, March 22, 2022

Forward Momentum

A YEAR OF ADAPTABILITY AND INNOVATION

EDITED BY PHIL MOREHART

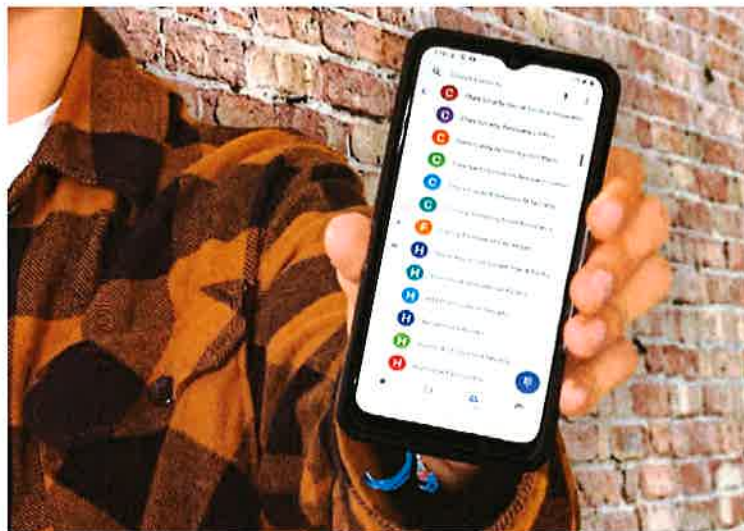
2022 was a year of continued change: The global COVID-19 pandemic entered its third year; book bans across the U.S. surged beyond numbers recorded over the last two decades; political, economic, and digital divides grew. But despite these upheavals, libraries thrived—specifically because they addressed these and many other challenges, while pivoting to offer new and updated services to their communities. Adaptation and innovation shined in 2022, proving that there truly is “more to the story” at libraries. Here are some standouts:

CONNECTING THE UNHOUSED TO TECH

The COVID-19 pandemic continued to impact communities in 2022, particularly in terms of digital equity. Libraries took the reins masterfully, offering technological and connectivity assistance to those in need.

When Las Vegas–Clark County Library District (LVCCLD) in Nevada closed its doors at the start of the pandemic, the technological barriers that existed within the community were laid bare, especially those affecting people facing homelessness. In April 2022, [LVCCLD launched its Cellphone Lending Program](#), an innovative approach to providing access to needed services and social connection. Since its inception, LVCCLD has provided more than 400 smartphones to unhoused people, offering them a lifeline to family, support systems, and critical social services.

The phones are loaned for an 18-month period and have unlimited calls and 5G hotspot capability. Each phone is programmed with more than 50 social service provider contacts, offering easy assistance with food, healthcare, housing, and other general services, as well as five of the most used library apps. For those who needed help with their smartphones, LVCCLD and its partners organized a vendor fair alongside the phone distribution, which included training, a Q&A session, and other resources. At the end of the lending



Each phone in Las Vegas–Clark County (Nev.) Library District’s Cellphone Lending Program was loaded with more than 50 social service provider contacts.

PHOTOS: ©CAEBALLO/ADOBE STOCK (PERSON); LAS VEGAS-CLARK COUNTY (NEV.) LIBRARY DISTRICT (PHONE)

period, recipients are able to keep their phones and phone numbers and can arrange a contract with any telecom provider at their own expense.

“Access to technology is a basic human right,” Kelvin Watson, LVCCLD executive director, told *American Libraries*. “Our Cellphone Lending Program is an example of how public libraries empower and uplift members of underserved communities by finding innovative ways to expand that access.”

ENHANCED LIBRARY CARDS INCREASE ACCESS

Photo identification is an essential part of American life. But for large swaths of the populace, photo IDs can be difficult, if not impossible, to obtain. Enhanced library cards can be an alternative. These cards are designed to address the need for



Patrons display their new enhanced library cards after April 6, 2022, sign-up event at the Fairbanks branch of Harris County (Tex.) Public Library. The cards offer another form of ID.

PHOTO: NANCY HUI/HARRIS COUNTY (TEX.) PUBLIC LIBRARY

photo IDs, often displaying the holder's photo, name, date of birth, address, and gender. Many public libraries in Texas are leading the way on getting these cards into people's hands.

The demand for enhanced library cards gained urgency in early 2018, with the onset of then-President Donald Trump's immigration policies and the termination of the Deferred Action for Childhood Arrivals (DACA) program. Also in 2018, Texas Gov. Greg Abbott signed into law SB4, known as the "show me your papers" law, which requires local governments and law enforcement agencies to cooperate with federal immigration officers.

In addition to immigrant and undocumented communities, the cards can be beneficial for unhoused people, formerly incarcerated individuals, those working toward ID recovery following fraud or a natural disaster, and LGBTQ+ people in need of gender-affirming identification. Libraries are uniquely equipped to provide this form of identification, say advocates of

the IDs, because public libraries protect patron privacy and are not subject to SB4.

In Harris County, Texas, a county commissioner contacted Harris County Public Library (HCPL) to ask if the library could legally issue these photo identification cards. After consulting with county attorneys, HCPL determined it could issue cards but with a crucial stipulation: Neither the library nor Harris County has the authority to say that anyone is required to take it as legal identification.

The library was approved for \$297,000 to implement the project. The funds cover hardware, software, and supplies needed to print the cards and can be used to cover additional supply-related expenses for several years. HCPL distributed more than 2,000 enhanced library cards in the two months following its mid-March 2022 launch. "The response has been more brisk than I anticipated," Fred Schumacher, circulation services manager at HCPL, [told American Libraries](#).

AN OASIS IN A FOOD DESERT

Hinton, West Virginia, population: 2,800, faced an ongoing problem in late 2021: Misused and abandoned shopping carts were strewn all around the small town. Some community members considered the buggies an eyesore, and stores were finding it hard to recover lost property. The police threatened disciplinary measures for what it referred to as the unlawful removal of buggies.

Summers County Public Library Director Austin Persinger saw the situation differently.

"I read this story through the lens of a rural librarian conducting a reference interview," [Persinger wrote in American Libraries](#). "What I was being told was that the city and stores suffer because people steal and abandon shopping buggies. But the story that I heard was that there are lower-income people in our community who take these carts because they live in a food desert and lack reliable transportation."

"Stores in Hinton lie at the bottom of a steep hill. The sidewalk is inadequate and dangerously close to traffic. Depending on where someone lives in the city, going to the store might be one-to-six miles round trip," Persinger said. "There is no simple or comfortable way for people to carry their groceries home. Buggies make the trip marginally better, but when they're being pushed uphill on a broken sidewalk—instead of on the polished floors they were designed for—the trip isn't easy. After walking many miles to get groceries, walking many more to return a shopping cart seems exhausting and unreasonable."

Persinger tackled the problem using the Library of Things—a growing movement showing that our institutions can loan so much more than books—as a framework. He solicited donations on different Facebook pages and through the local newspaper to purchase a fleet of lightweight utility wagons for about \$100 each. The library had a fundraising goal of \$1,200 and ended up raising \$2,000, checking out six wagons within a month.

DIGITAL BEEHIVES TEACH KIDS ABOUT THE NATURAL WORLD

Wright Brothers School, a public elementary school in New York City, took a unique and high-tech approach to teaching students about nature and sustainability when it implemented its digital beehive in partnership with the Savannah Bee Company.



Patron Xander Dianen returns a wagon to Summers County (W.Va.) Public Library. The wagons help users without access to transportation carry groceries up a steep hill.

PHOTO: AUSTIN PERSINGER, SUMMERS COUNTY (W.VA.) PUBLIC LIBRARY

Library media specialist Lauren Ginsberg DeVilbiss—one of 10 recipients of the 2023 I Love My Librarian Award—leads conversations and lessons on pollinators, sustainability, food, and the importance of bees, using digital screens that replicate the cross section of a beehive full of active, working bees. The "hives" allow students to witness firsthand how bees work from the safety and comfort of the school library.

Ginsberg DeVilbiss supplements her digital beehive instruction with videos, books, and songs about bees. And beekeepers at the Savannah Bee Company visited with the burgeoning young entomologists at the school to answer questions and teach about honeybees, climate justice, and other sustainable practices.

For Ginsberg DeVilbiss, the beehive shows students the library's full capabilities while also being very fun.

"The library is more than four walls," Ginsberg DeVilbiss [told CBS2 New York](#). "It's how many experiences can my children get from the time they come here in pre-k to the time they leave here in fifth grade that is exposing them to anything," she said.

CREATING VIRTUAL WORLDS FOR MED STUDENTS

Medical students at Augusta University (AU) in Augusta, Georgia, can now "experience" conditions that they may have

to treat in future patients thanks to librarians at the university's Greenblatt Library.

Jennifer Davis, instructor and scholarship data librarian, Lachelle Smith, health sciences librarian, and Gail Kouame, former assistant director of research and education services at AU and now director of Charles M. Baugh Biomedical Library at University of South Alabama in Mobile, developed a [3D virtual-reality \(VR\) pilot program](#) that emulates vision deficits, from things like macular degeneration or diabetic retinopathy, as well as the effects of Parkinson's disease. By using VR, students can virtually do tasks like open a pill bottle, open a shampoo bottle, and turn on the shower. There is also a simulation for post-stroke rehabilitation. The librarians [told American Libraries](#) that they conceived of the program to help build empathy in health sciences students who would be dealing with patients with those issues. They also built a virtual reality escape room game to teach data management skills to health sciences students.

"The advantage of VR is it's very experiential and very immersive," Kouame said. "It allows a person to experience a situation as though it were almost real ... To me, it's as close as you can get to sending somebody into, say, an elderly person's apartment and having them open a pill bottle."

KEEPING FAMILIES TOGETHER

Parents and child caregivers often juggle multiple roles, with work and family time commingling throughout the day. Fairfield Area Library (FAL) in Henrico, Virginia, addressed this issue by helping to make onsite technology access easier for these patrons.

FAL installed innovative workstations designed to help caregivers of small children use the library's computers more effectively. Each station includes a computer desk with an adjacent play enclosure connected to it, letting a caregiver work while the child plays nearby. The play space includes interactive play panels that support early literacy and low set mirrors that encourage tummy time for babies. The workstations reinforce the fact that libraries are for everyone, providing a space that helps facilitate learning and working for adults and their very young.

"This should be in all sorts of spaces where adults have to be stationary, and they need to also be able to keep an eye on their kids," Shay Ramsey-Martin, Children's Public Supervisor at the Fairfield Area Library, [told WRIC](#).

FOSTERING NEW BUSINESS AND CHANGING LIVES

An innovative new program at Gwinnett County Public Library (GCPL) in Georgia has been helping to foster new businesses in the community, with a specific focus on those started by formerly incarcerated individuals.

Funded by Google in partnership with ALA as a part of the Association's [Libraries Build Business](#) initiative, GCPL's New Start Entrepreneurship Incubator provides the formerly incarcerated with the tactics and tools needed to develop a small business and overcome barriers to professional success. Its third cohort ran from July to December 2022; over the course of the 6-month program, the 15 participants received assistance with developing business ideas, learned what is needed to run a successful business, and received one-on-one support from successful entrepreneurs and business experts.

"The whole idea is to ease their transition back into society and make sure that they're successful and that they don't return to prison," [said GCPL Executive Director Charles Pace](#). "Each person that goes through this program and completes it, I've seen their lives be changed and altered in a very profound and significant way. It's programs like this that really alter the trajectory of people's entire life."

GCPL's incubator gives new life and energy to people who are often thrust back into the world post-incarceration to face an unforgiving world. "Coming out into society and trying to find normalcy again is very hard," said incubator graduate Charles Barber. "Something like this gave me confidence to know that it's a new day. It also gave me the push to excel and do what I wanted to do."

Libraries contribute to economic vitality in virtually every community across the country. Nearly half of libraries in the U.S. provide free services to entrepreneurs who wish to start and grow a business. This ranges from offering free access to market trends databases and hosting business coaching classes to providing incubation space and providing seed capital through business plan competitions. Simply being an entry point to the entrepreneurial ecosystem by connecting individuals to agencies and resources as well as organizing relevant information is a crucial contribution to local economies—and something at which many libraries already excel.

Phil Morhart is communications manager for the American Library Association

A Lifeline for the Incarcerated

PAYAL PATEL

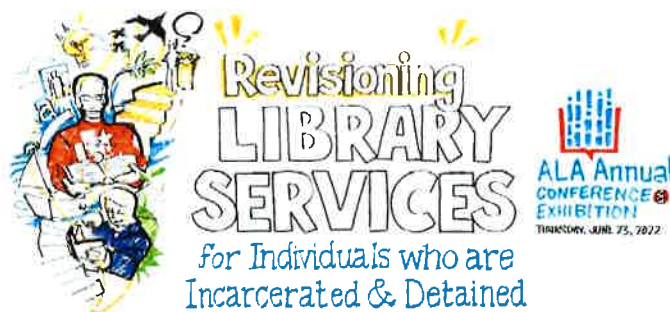
Libraries can be a lifeline for people who are incarcerated or detained at a time “when mass incarceration has now come to represent the likelihood that nearly 50 percent of all adults in America have an immediate family member who has been incarcerated in a jail or prison for at least one night, and this percentage is even higher for Black and Latinx adults in the United States” (Jeanie Austin, *Library Services and Incarceration: Recognizing Barriers, Strengthening Access*, ALA Neal-Schuman, 2022).

The impact of incarceration on the communities that libraries serve is incalculable. In recognition of this harsh reality, a working group of American Library Association (ALA) members—including librarians for incarcerated people, formerly incarcerated librarians, and other justice-involved members—came together to work on a historic reimagining of ALA’s 1992 *Library Standards for Adult Correctional Institutions*.

Building on important foundational documents, such as the recently updated [ALA Statement on Prisoners’ Right to Read](#), the new [ALA Standards for Library Services to the Incarcerated or Detained](#) underscores the tenets of equity, diversity, inclusion, and accessibility, heeding the current phenomenon of mass incarceration; the inequitable incarceration rates of Black, Indigenous and People of Color; and the rising rates of incarceration of women—especially women of color—LGBTQIA+ individuals, undocumented people, and youth in jails, prisons, and other detention facilities.

Reginald Dwayne Betts, founder and executive director of Freedom Reads—an organization working to transform access to literature in the prison system—offers a shining example of the power of accessibility to books and information in prisons and other detention facilities. After serving nine years in prison, Betts, a critically acclaimed writer, Yale Law School graduate, and a MacArthur Fellow, now works to bring micro libraries and literary ambassadors into prisons to create communities around books.

“[Even before prison], I was convinced that if you could read enough books, it would allow you to survive,” Betts shared at “Defending the Fifth Freedom: Protecting the Right to Read for Incarcerated Individuals,” a program at ALA’s 2022 Annual Conference & Exhibition in Washington, D.C. “I deeply believe



At ALA’s 2022 Annual Conference in Washington, D.C., a broad range of stakeholders came together to participate in a historic hearing that continues to inform the revision of the *Library Standards for Adult Correctional Institutions*.

that literature is our access point to the humanity we cannot touch.”

In 2022, ALA announced a \$2 million grant from the Andrew W. Mellon Foundation that would help advance this work and support a collaboration between San Francisco Public Library (SFPL) and ALA aimed at improving and expanding library services for incarcerated individuals both locally and nationally.

Co-led by SFPL’s Jail and Reentry Services team, the [Expanding Information Access for Incarcerated People](#) initiative includes a comprehensive survey of existing models for library services to people in jails and prisons and a revision of outdated standards in collaboration with formerly incarcerated people and librarians. Additionally, the project is piloting digital-literacy training to support people in the process of reentry.

Jeanie Austin, author and jail and reentry services librarian at SFPL, recognizes that the path for this work is not easy, but it is possible through ongoing innovation.

“We need to look outside of what a library is and think of a whole support system,” Austin said. “We have to dream really big in this work.”

Payal Patel is interim director of the American Library Association’s Communications and Marketing Office

Advocates Make Progress for Federal Investment in Libraries

SHAWNDA HINES

Libraries in 2022 saw two federal budgets passed, but the year brought mixed results for library programs. The combined outcome for Fiscal Year (FY) 2022 and FY 2023 was a net gain for the Library Services and Technology Act (LSTA), the leading source of federal funding for America's libraries. The FY 2023 congressional appropriations cycle concluded on December 24, 2022, nearly three months into the 2023 fiscal year (which officially started on October 1, 2022). LSTA received an increase of \$13.5 million, which raised the program to \$211 million. The boost for LSTA in FY 2023 was encouraging to library advocates after a lackluster close to the [FY 2022 budget](#).

The Innovative Approaches to Literacy (IAL) program, a U.S. Department of Education program designed to support school library literacy initiatives, saw similar modest support. The \$1 million increase in FY 2023 made up for the FY 2022 loss of the same amount, with IAL ending the calendar year at \$30 million.

Taken together, the results for the two fiscal year budgets passed in calendar year 2022 represented a return to normal political life as compared to the unprecedented hundreds of millions of dollars libraries saw in supplemental funding during the pandemic, during which additional funding into the trillions was made available. In March 2023, nearly six months into the fiscal year, the final budget agreement between the administration and House and Senate leadership resulted in funding for many library programs significantly below levels originally proposed by Congress. Compared to other domestic programs, level funding for LSTA in FY 2022 was a win. Considered alongside 6% inflation rates, the level funding for IAL and modest increase for LSTA over the two fiscal years amounted to a loss.

The results of FY 2022 were not due to the lack of effort from library advocates. During the same period, libraries saw incremental gains in other areas, including modest increases for library-eligible educational programs such as Education Title IV, the National Endowment for the Arts, the National Endowment for the Humanities, and the Library of Congress.

Advocates made long-term progress on two fronts. ALA ventured a request for Congress to allocate at least \$20 million in FY 2023 for a new national program to improve library facilities,

inspired by the Build America's Libraries Act (S. 127/H.R. 1581). Although the House bill did not include the requested funding, one of the draft proposals released by the Senate Appropriations Committee did include the funding. While the final FY 2023 appropriations law did not include the requested funding for library facilities, it did include language supporting efforts to assess the condition of library facilities.

Members of ALA and the American Association for School Librarians (AASL) also made progress by advocating for the Right to Read Act ([S. 5064](#) and [H.R. 9056](#)), introduced in October 2022 by Senator Jack Reed (D-RI) and Representative Raúl Grijalva (D-AZ-03) to support and highlight the work of school librarians. Introducing the bill late in this Congress was intended to set up a more vigorous campaign to advance the bill in the 118th Congress that began in January 2023.

The Right to Read Act was designed to ensure all students, including low-income and minority students, children with disabilities, and English-language learners have access to an effective school library staffed by a certified school librarian. The act would have increased student access to fully staffed and appropriately resourced school libraries and authorized funding to meet these needs and would have supported recruitment, retention, and professional development for state-certified school librarians. The legislation also reaffirmed that First Amendment rights apply to school libraries and would have extended liability protections to teachers and school librarians facing challenges to books and employment. Thousands of library advocates participated in a thank-you campaign to the bill's cosponsors, solidifying their support for legislation focusing on school librarians.

While the disappointing federal funding results for libraries in FY 2022 were superseded by increases to key programs in FY 2023, the outcome for 2022 is a wake-up call for library advocates not to rest on past success, but to work even harder to make the case for libraries on Capitol Hill in an increasingly competitive political climate.

Shawnda Hines is deputy director of communications at ALA's Public Policy and Advocacy Office.

A Round of Applause for America's Librarians

CHASE OLLIS

The impact of America's librarians ripples throughout the communities they serve. From defending the freedom to read to teaching digital literacy skills to providing access to everyday needs, librarians are making it happen—and getting recognized for it. Check out some highlights from the past year of librarians making national waves for their work in their communities.

FIGHTING FOR #FREEDOM AND THE RIGHT TO READ



Martha Hickson

For her successful efforts in fending off multiple attempts to ban books and protecting her students' right to read in the school district, as well as her work in raising awareness about censorship among the general public, **Martha Hickson**, a librarian at North Hunterdon High School in Annandale, New Jersey, was awarded the Judith

Krug Outstanding Librarian Award by the National Coalition Against Censorship.



Amanda Jones

Amanda Jones, the embattled school librarian from Live Oak Middle School in Denham Springs, Louisiana, who became a target of advocacy groups in 2022 after speaking out against censorship at Livingston Parish Public Library's board meeting, was awarded the American Association of School Librarians' Intellectual Freedom Award.

"Amanda works hard to ensure that every child in her school is seen and heard, and that their lives are not only reflected in the books on the shelves, but they are able to find books into other worlds and ways of life to

be more empathetic citizens." —Kelsye Baudoin, 2022 Louisiana School Librarian of the Year

Honoring its work in protecting and defending the First



Freedom to Read Foundation
FREE PEOPLE READ FREELY

Amendment right to read and the right of library workers to serve their communities, the *Los Angeles Times* awarded the Freedom to Read Foundation its 2022 Innovators Award Book Prize, which spotlights efforts to bring books, publishing, and storytelling into the future.

"Created to support and defend librarians, the organization is as important and relevant today as it was at its inception in 1969."—*Los Angeles Times* Deputy Managing Editor of Entertainment and Strategy Julia Turner

#FREEDOM FIGHTERS



Becky Calzada and Carolyn Foote
PHOTO: ALLIE LEEFSON AND JESSE McCLAF

People featured the critical work by Texas librarians **Becky Calzada** and **Carolyn Foote**, organizers of the #Freedom Fighters campaign, which has been pushing back against efforts by government officials to ban books in the state. Calzada and Foote, along with #Freedom Fighters co-organizer librarian Nancy Jo Lambert, were also recipients of the American Association of School Librarians' 2022 Intellectual Freedom Award.

"Books shouldn't be contraband."—Carolyn Foote

DIGITAL LITERACY AND INFORMATION ACCESS FOR ALL



Tracie D. Hall

The National Book Foundation recognized **Tracie D. Hall**, executive director of the American Library Association (ALA), with its 2022 Literarian Award for Outstanding Service to the American Literary Community for her years of service and advocacy to eradicate information poverty, provide equitable access to

information for incarcerated individuals, and improve digital literacy skills.

“Tracie D. Hall is a courageous champion for readers and libraries. Her accessibility and resource-driven advocacy is especially important at this moment when books are increasingly under attack nationwide. We are so proud to recognize Hall’s tremendous work supporting the individuals and communities who depend on libraries’ services—in other words, everyone.” – Ruth Dickey, executive director of the National Book Foundation



Dr. Kenneth A. Yamashita

Honoring his distinguished career dedicated to confronting injustice and promoting library services to non-traditional communities, ALA awarded retired librarian **Dr. Kenneth A. Yamashita** with the 2022 Joseph W. Lippincott Award. Yamashita, who also serves as president of the Joint Council of Librarians of Color, is the first and only Asian American to receive the award to date.

MEET AMERICA'S FAVORITE LIBRARIANS

Why do communities love their librarians? From bringing services outside of the library’s walls to meet patrons where they are to helping families in need access clothes and groceries to teaching critical literacy and research skills, the myriad ways librarians go above and beyond for their communities is an inspiration. In 2022, thousands of library users across the country told us why they love their librarians, and 10 stood out from the crowd. The recipients of the 2023 I Love My Librarian Award are:



I Love My Librarian Honorees

- **Kathryn Blackmer Reyes**, San José State University in San José, California
- **Vikki Brown**, Highlands County Library System in Sebring, Florida
- **Cara Chance**, Lafayette Public Library in Lafayette, Louisiana
- **Tara Coleman**, Kansas State University in Manhattan, Kansas
- **David Ettinger**, George Mason University in Washington, DC
- **Julie Marie Frye**, Childs Elementary School in Bloomington, Indiana
- **Lauren Ginsberg DeVilbiss**, P.S. 28 Wright Brothers School in New York City, New York
- **Jamie Gregory**, Christ Church Episcopal School in Greenville, South Carolina
- **Roseanna Gulisano**, P.S. 11 Highbridge School, in Bronx, New York
- **Elasha Madison**, Evanston Public Library in Evanston, Illinois

“Even in these unprecedented times and as our nation’s library workers face historic levels of intimidation and harassment due to an ongoing wave of book censorship, librarians continue to empower their patrons, teach critical literacy skills, promote inclusion in their space and collections, and provide vital services for their communities.”—ALA President Lessa Karaniopua Pelayo-Lozada

Chase Ollis is communications manager for the American Library Association

About This Report

PRODUCTION TEAM

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ABOUT ALA

The American Library Association (ALA) is the foremost national organization providing resources to inspire library and information professionals to transform their communities through essential programs and services. For more than 140 years, ALA has been the trusted voice of libraries, advocating for the profession and the library's role in enhancing learning and ensuring access to information for all. For more information, visit ala.org.



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STOUGHTON
PUBLIC LIBRARY

CHECKOUTS					2023			2022-2023	
MO.	2019	2020	2021	2022	PFINT	AV	e-RES	TOTAL	%CHANGE
JAN	18,543	17,549	11,232	17,665	10,869	3,605	3,593	18,072	2.30%
FEB	17,376	16,865	11,241	16,644	10,167	2,907	3,310	16,384	-1.56%
MAR	19,787	12,295	14,070	18,440	12,149	3,598	3,771	19,521	5.86%
APR	18,114	3,419	11,899	17,721	10,677	2,688	3,831	17,196	-2.96%
MAY	16,204	5,464	12,363	16,012	10,234	2,761	3,990	16,985	6.08%
JUN	18,919	6,062	16,371	18,553				0	-100.00%
JUL	20,296	8,941	17,776	18,278				0	-100.00%
AUG	18,835	11,848	17,389	19,112				0	-100.00%
SEP	15,767	11,029	15,337	16,010				0	-100.00%
OCT	16,684	11,652	16,052	16,050				0	-100.00%
NOV	16,321	11,205	14,952	15,972				0	-100.00%
DEC	15,806	10,939	14,282	15,445				0	-100.00%
TOTAL	212,652	127,268	172,964	205,902	54,096	15,559	18,503	88,158	-57.18%
AVG	17,721	10,606	14,414	17,159	10,819	3,112	3,701	17,632	2.76%

COMPUTER USE					2023 COMPUTER LOGINS BY TYPE			2022-23	
MO.	2019	2020	2021	2022	AD	CAT/DB	CH	TOTAL	%CHANGE
JAN	2,085	1,966	440	882	286	753	43	1,082	22.68%
FEB	2,228	1,823	800	764	317	436	18	771	0.92%
MAR	2,549	1,225	838	893	339	446	40	825	-7.61%
APR	2,609	371	1,687	1,104	318	254	39	611	-44.66%
MAY	2,167	257	1,328	596	264	474	23	761	27.68%
JUN	2,022	248	1,336	756				0	-100.00%
JUL	2,267	248	1,086	721				0	-100.00%
AUG	2,353	322	1,177	956				0	-100.00%
SEP	1,980	372	749	669				0	-100.00%
OCT	2,287	642	1,215	731				0	-100.00%
NOV	1,701	577	1,277	957				0	-100.00%
DEC	1,535	566	948	768				0	-100.00%
TOTAL	25,783	25,783	12,881	9,797	1,524	2,363	163	4,050	-58.66%
AVG	2,149	2,149	1,073	816	305	473	33	810	-0.79%

STOUGHTON PUBLIC LIBRARY STATISTICS, MAY 2023

LOANED THROUGH DELIVERY						2022-23
MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	10,087	8,441	8,985	8,763	8,484	-3.18%
FEB	9,943	6,447	8,737	8,082	8,030	-0.64%
MAR	10,517	3,521	11,069	8,866	9,137	3.06%
APR	9,704	147	8,709	7,975	7,896	-0.99%
MAY	9,439	537	8,359	7,468	7,501	0.44%
JUN	9,246	1,687	8,151	7,563		-100.00%
JUL	9,499	3,724	8,076	7,647		-100.00%
AUG	9,450	4,169	8,012	8,267		-100.00%
SEP	9,444	3,945	8,080	7,695		-100.00%
OCT	9,981	5,759	7,885	8,003		-100.00%
NOV	9,335	7,354	7,804	7,992		-100.00%
DEC	6,310	8,886	8,033	7,298		-100.00%
TOTAL	112,955	54,617	101,900	95,619	41,048	-57.07%
AVG	9,413	4,551	8,492	7,968	8,210	3.03%

BORROWED THROUGH DELIVERY						2022-23
MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	7,511	4,934	5,543	5,756	5,632	-2.15%
FEB	6,914	4,533	5,741	5,121	4,964	-3.07%
MAR	7,574	2,422	6,887	5,701	5,454	-4.33%
APR	6,830	10	5,953	5,452	4,972	-8.80%
MAY	6,339	301	5,048	5,031	4,826	-4.07%
JUN	6,423	1,082	5,153	5,290		-100.00%
JUL	7,123	2,482	4,963	4,819		-100.00%
AUG	6,370	4,097	5,148	4,897		-100.00%
SEP	6,055	3,659	5,440	4,569		-100.00%
OCT	6,152	4,148	5,254	4,519		-100.00%
NOV	5,733	4,659	4,925	4,541		-100.00%
DEC	4,430	5,302	5,104	4,469		-100.00%
TOTAL	77,614	37,629	65,159	60,165	25,848	-57.04%
AVG	6,458	3,136	5,430	5,014	5,170	3.11%

WIRELESS USE						2022-23
MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	14,971	12,924	920	1,341	1,830	36.47%
FEB	15,722	14,614	875	1,269	1,801	41.92%
MAR	16,906	8,647	1,003	1,643	2,152	30.98%
APR	16,657	1,913	1,033	1,711	2,187	27.82%
MAY	18,846	2,596	1,378	2,170	3,041	40.14%
JUN	27,822	2,712	1,286	1,775		-100.00%
JUL	15,712	1,026	1,412	1,917		-100.00%
AUG	14,467	804	1,253	2,138		-100.00%
SEP	14,772	975	1,312	2,243		-100.00%
OCT	15,621	890	1,677	2,231		-100.00%
NOV	13,542	987	1,499	1,961		-100.00%
DEC	13,166	1,136	1,545	1,801		-100.00%
TOTAL	198,204	49,224	15,193	22,200	11,011	-50.40%
AVG	16,517	4,102	1,266	1,850	2,202	19.04%

DOOR COUNT						2022-23
MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	9,224	9,428	0	5,425	7,504	38.32%
FEB	8,876	9,248	0	5,826	7,000	20.15%
MAR	10,532	5,086	0	6,385	8,810	37.98%
APR	10,221	0	0	6,482	7,634	17.77%
MAY	10,472	0	1,462	8,119	10,109	24.51%
JUN	11,347	0	4,155	7,296		-100.00%
JUL	11,734	0	5,158	7,301		-100.00%
AUG	10,834	0	4,809	7,900		-100.00%
SEP	10,057	0	4,915	7,135		-100.00%
OCT	10,651	0	6,061	7,696		-100.00%
NOV	8,978	0	5,620	7,126		-100.00%
DEC	8,918	0	5,280	6,188		-100.00%
TOTAL	121,954	23,762	37,460	82,879	41,057	-50.46%
AVG	10,154	1,980	3,122	6,907	8,211	18.89%

June 2020: SCLS has changed the way they collect this stat

June 2019: the door counter is malfunctioning.

SELF-CHECKOUTS						2022-23
MO.	2019	2020	2021	2022	2023	%TOTAL
JAN	10,305	9,767	0	8,190	9,342	64.54%
FEB	10,960	8,903	0	8,181	8,344	63.82%
MAR	10,497	6,581	0	9,086	10,361	65.80%
APR	9,903	0	0	8,378	7,993	59.81%
MAY	8,974	0	1,146	7,100	7,931	61.03%
JUN	10,701	0	6,690	9,544		
JUL	11,945	0	7,053	9,276		
AUG	10,854	0	6,585	9,707		
SEP	8,934	0	7,210	7,646		
OCT	9,380	0	7,254	7,424		
NOV	9,396	0	7,417	7,912		
DEC	7,621	0	7,176	6,908		
TOTAL	119,470	25,251	50,531	99,352	43,971	
AVG	9,956	2,104	4,211	8,279	8,794	

WEBSITE PAGEVIEWS						2022-23
MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	9,172	8,665	3,984	4,695	4,486	-4.45%
FEB	8,379	7,613	3,952	3,751	3,912	4.29%
MAR	8,814	6,859	4,998	3,968	5,152	29.84%
APR	8,036	5,865	4,701	4,268	4,816	12.84%
MAY	8,637	7,089	4,092	4,008	4,528	12.97%
JUN	7,538	7,455	4,818	3,954		-100.00%
JUL	7,627	7,459	4,206	4,768		-100.00%
AUG	7,633	7,620	3,936	3,915		-100.00%
SEP	7,121	6,180	3,448	3,501		-100.00%
OCT	7,545	7,858	3,471	3,342		-100.00%
NOV	7,254	6,349	3,457	3,609		-100.00%
DEC	6,932	8,174	3,519	3,352		-100.00%
TOTAL	94,818	87,186	48,582	47,131		-100.00%
AVG	7,932	7,266	4,049	3,928		-100.00%

Programming Statistics
for May 2023

Platform	May Programs Event	Number of Participants				
		0-5	6-11	Teen	Adult	All Ages
Carnegie Room	Story Time (DF)		12			
Carnegie Room	Baby Story Time		26			
Carnegie Room	Graphic Novel		8			
Online live	LSC: Britt				1	
Carnegie Room	The Foundation				6	
Carnegie Room	Story Time (MO)		16			
Carnegie Room	Teen Advisory			15		
Fire Department	Adult Craft Club				18	
Stoughton Yoga	Yoga Sundays (CS)				17	
Carnegie Room	Story Time (MO)		32			
Gingerbread House	Outreach (MO)		18			
Gingerbread House	Outreach (MO)		16			
Carnegie Room	Baby Story Time		30			
Carnegie Room	Pokemon Club		13			
Online live	LSC: Jena Friedman				1	
Carnegie Room	Story Time (MO)		25			
Carnegie Room	Teen Trivia (CS)			17		
Carnegie Room	Story Time (MO)		23			
Carnegie Room	Baby Story Time		35			
Learning Tree	Outreach (MO)		15			
Carnegie Room	Story Time (MO)		27			
Online live	LSC: Courtney			0		
Headstart	SRP (MO)		17			
Gingerbread House	SRP (MO)		20			
Gingerbread House	SRP (MO)		13			
St. Ann's	SRP (MO)		75			
St. Ann's	SRP (CS)			60		
Carnegie Room	Page Turners (AH)				8	
Pumpkin Patch	SRP (MO)		30			
Pumpkin Patch	SRP (MO)		30			
Senior Center	Outreach: Page				4	
Carnegie Room	St. Ann's 2nd			17		
Carnegie Room	Teen Rainbow			14		
Online asynchronous	Views of 4/27				6	

Programming Statistics
for May 2023

Carnegie Room	Kegonsa 1st grade	50			
Sandhill	SRP	79			
Sandhill	SRP 1st (MO)	72			
Sandhill	SRP 2nd (MO)	68			
Sandhill	SRP 3rd (MO)	69			
Sandhill	SRP 4th (MO)	63			
Sandhill	SRP 5th (CS)		79		
Online asynchronous	Views of LSC past			489	
2nd floor	One on one			10	
		385	514	185	560
					0

		Number of Participants					
Platform	May Self-Directed	Event	0-5	6-11	Teen	Adult	All Ages
Library	All ages Free Comic Book Day comics pickup						125
2nd floor	Teen Art Cart				3		
2nd floor	All ages sticker mural						31
		0	0	0	3	0	156

Director's Report

June 21, 2023



Library news:

- On May 20, we held the **Scandinavian handicrafts demonstration** on our Mezzanine level as part of the Syttende Mai celebration. The Chamber of Commerce reached out to me a while back because the demo had outgrown its space at the Opera House. The event was a huge success, with hundreds of people visiting the library to learn about spinning, weaving, rosemaling, and other handicrafts. We will likely host the event again next year.



- The Friends of the Stoughton Public Library held their annual Pie Place fundraiser on May 20 during the Syttende Mai celebration. The fundraiser was enormously successful, as evidenced by the constant stream of people into the Carnegie Room throughout the day. A big thank you to the Friends for all of the time and hard work they invested in this event!

- On June 1, I received word from Madison College that the storage shed we ordered for the outdoor programming space at 216 E Jefferson is ready for delivery. During the week of June 5, the Department of Public Works finished grading and filling the spot where the shed will sit, and the shed is scheduled to be delivered the week of June 26.
- I reported last month that the delivery of the shade structure for the outdoor programming space had been delayed until mid-June due to supply chain problems. Early last week, the vendor told me that the unit is expected to ship around June 21. We are tentatively planning to install it around the first week in July. Once the shade structure is in place, the concrete can be poured around it. And after both the shade structure and concrete are in place, we can arrange for installation of the electrical service.
- I attended the bi-monthly meeting of WLA's Library Development and Legislation Committee on May 26. Topics of discussion included: the state budget process and the status of state aid to library systems; the potential impact of library circulation policies on adjacent county reimbursements; and the introduction of two bills in the state legislature, SB 304 and SB 305, concerning "obscene" materials in public school libraries.
- I met with Beyond the Page Project Coordinator Ali Trevino-Murphy on May 30 to discuss the possibility of creating a Dane County Libraries Foundation to support and advocate for our county's public libraries. These discussions are in the very early stages. Ali has asked me to serve on a planning committee to begin drawing up a strategic plan.
- On May 11, we learned that the planned South Central Library System-wide network outage originally scheduled for May 27-30 had been postponed until June 28 – July 1. Network services, including Internet connectivity and Wi-Fi, will be unavailable to member libraries while SCLS moves their data center and network equipment to a new location. The outage was originally scheduled for Memorial Day weekend when disruption to operations would be minimized. With the postponement, however, we are looking at the potential of being without network access for up to three days that we are open. Luckily, Stoughton Area School District has generously offered us the use of two of their Wi-Fi hotspots, so we will at least be able to access our web-based Bibliovation ILS to check materials in and out and register patrons for library cards.
- I have finished three out of the five performance appraisals for the staff I directly supervise and am working on the last two.
- Our first ever Pride event on June 3 was an enormous success! (More details about the event are below.) Mary and Cynthia put in a tremendous

amount of work to make sure that the event ran smoothly. A big thanks to Officer Oren from the Stoughton Police Department for working the event and keeping everyone safe. The library would also like to thank the Friends of the Stoughton Public Library for providing funding for this event. Their generosity allowed us to make good on the promise that there is room on the shelf for everyone's story at the public library.

- Circulation Supervisor Robin Behringer and I met with Sergeant Carson Hoepfer on June 14 to discuss the creation of an emergency procedure around active shooters and other threats. Creating such a procedure has been a longtime goal of Robin's and mine.
- On June 15, I attended a seminar for librarians entitled "Becoming an Active Ally" at the Waunakee Public Library. This session was part of "Wisconsin Libraries Talk About Race," a series of webinars and in-person trainings that aims to create a dialog around issues of race, inclusion, and community. The focus of this year's series is "Active Allyship," which is defined as "being engaged and prepared to take consistent and meaningful action to ensure communities are safe and inclusive for all."
- Mary and I represented the Library at the Juneteenth Celebration at Rotary Park on Sunday, June 18. Mary read two stories celebrating Black history while I signed patrons up for library cards, checked out books, and shared information about the our programs and resources.



Stoughton Area Community Foundation Fund Report

The report for the period Apr 29 – May 26 shows a decrease in value of \$194.93 to the account because of market conditions. The overall value of the account as of May 26 is \$24,319.72.

Youth Services (from Mary Ostrander)

- We held a staff potluck on May 24 to celebrate Jane's retirement and to recognize her more than 20 years of service to the library.
- Mary visited Gingerbread House and Headstart on May 22 and Pumpkin Patch on May 24 to talk to the 4K students about our Summer Reading Program.
- Mary visited St. Ann's K-4th grade classes on May 23 to talk about Summer Reading Program.
- St. Ann's 2nd grade visited the library on May 25 for a story time and a library tour.
- On May 30, Kegonsa Elementary 1st graders took a field trip to the library for a story time and library tour.
- Mary visited Sandhill Elementary on May 31, Fox Prairie on June 2, and Kegonsa Elementary on June 5 to promote the Summer Reading Program. During the summer reading visits, each child received a reading log. This year, kids will set their own reading goals.
- The Pride event on Saturday, June 3rd was awesome! The Friends of the Stoughton Library, Stoughton Area School District, Stoughton Health, and Eyes of Hope sponsored the event.
 - We started the day with a performance from **Perfect Harmony Chorus**, an a Capella choir comprising LGBTQIA+ individuals and allies.
 - The McCloskeys played during the lunch hour. They were kind enough to allow us to use their sound system throughout the day.
 - Our first panel consisted of local LGBTQIA+ leaders. Officer Jay Cren, middle school teacher Elliot Rittenberry, and library director Bailey Anderson shared their



experiences growing up LGBTQIA+ and the changes they have seen within the community and in society as a whole.

- Friends member Nancy Fuhrman, elementary school librarian Kristin Roseberg, and Library Director Jim Ramsey all read stories during our inclusive story time.
- The second panel discussion featured State Senator Mark Spreitzer, State Representative Jenna Jacobson, and City of Stoughton Alderperson Jean Ligocki talking about recent legislation and how to make your voice heard in local government.
- Librarian Maddie Tyner shared LGBTQIA+ inclusive book recommendations.
- Cynthia and Mary ended the day with a discussion with local drag performers

Kaprina Mirage and Sunshine Raynebow. “Let’s Talk About Drag” was an opportunity to learn about the history of drag and its place in popular culture, as well as to dispel some myths and misinformation about drag performances.



- Throughout the day there were crafts, activities, and resources for all ages, including: book recommendations; face paint; a fingernail painting station; a collaborative mural; rainbow crafts; bubbles, including a visit from the Bubble-mobile; print making; yard sign giveaway; and more!
- Mary, Jim, and Amanda are working on hiring a new Children’s Services Library Assistant. We reviewed the candidates earlier this month and will be working with the Human Resources Department to schedule interviews soon.
- We have a lovely group of teen volunteers this summer to help kids check in for summer reading and claim their prizes!

- Lots of events for kids are happening in the next two months—too many to list! We have a very busy summer ahead of us!

Tech Services & Technology News (from Sarah Bukrey)

- Our department is busy ordering, linking, and processing new materials for the library's collection. 743 items were added in May, up from 628 the month before!
- The project to relabel all large print fiction books with new large-type spine labels is complete.
- TS staff and volunteers, with some help from Jim, completed a weeding project of the adult fiction section this month.
- Sarah is working to identify the next collection to be RFID tagged.
- Three boxes of books were sent to Better World Books on behalf of the Friends. (BWB sells the books and sends a portion of the proceeds to the Friends.) A record number of donations were received in May, which required a lot of staff and volunteer time to process and sort.
- Sarah and Amy presented the June **Craft Club session on needle felting** to 21 people. Participants made a bunch of cute little creations.
- Sarah cataloged the first four new Norwegian genealogy books purchased by Amanda for the Kvamme Collection. This purchase was made possible by a generous donation from a descendant of Torstein "Tut" Kvamme, the collection's namesake. These books came directly from Norway, and required a lot of correspondence and leg work to figure out payment. We finally settled on an international wire transfer, which might be a first for us!



Circulation Services (from Robin Behringer)

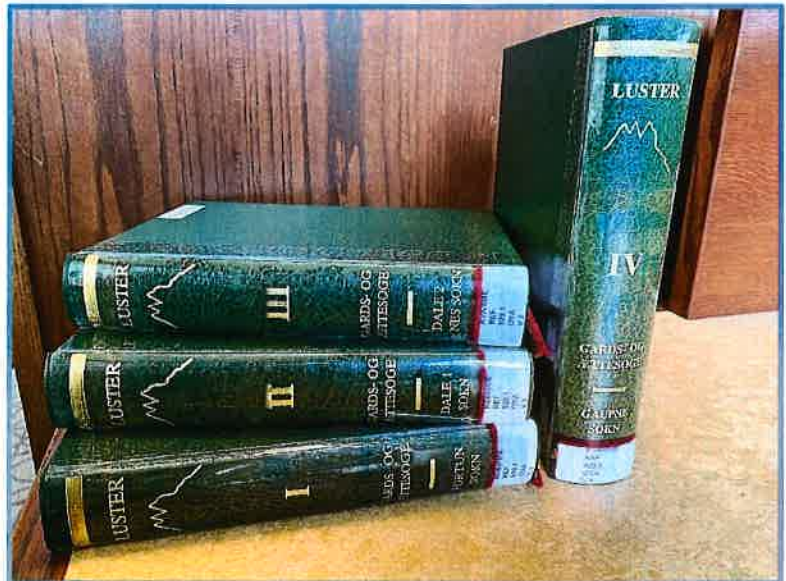
- Robin is working on filling the two vacancies in the Circulation Department: One part-time Circulation Library Assistant and one Shelver.

- Robin has taken on the duties related to processing serials, following Jane Groshan's retirement. She has also taken over the Adopt-a-Magazine program, which Jane had created and maintained.
- Robin began a six-week course through UW-Madison's iSchool on Library Security. The course provides resources to help develop safety and security guidelines and protocols. She hopes to put this to use to develop additional procedures and provide training for library staff.
- The "Check out state parks at your library" program is working very well. Patrons have already begun checking out day passes.

Adult & Teen Services (from Amanda Bosky)

- Adult Services Assistant Amy Hynek has been busy working with Technical Services and Circulation to create Birding Backpacks. Using money from the Bryant Foundation, she purchased binoculars, books, and other materials to fill two backpacks which can be checked out with a library card. Amy has approached this task with her usual professionalism and thoughtfulness.

- Our wonderful Local History volunteers, Eloise Christensen and Lesley Johnson, continue to provide above-and-beyond service to our patrons and visitors. They are experts at navigating our Kvamme collection of books and materials, as well as online resources, to solve mysteries and answer questions. On June 13, Eloise, Lesley, and Adult Services Librarian Amanda Bosky



attended a training from Chris Klauer of the Naeseth Library to learn how to use our new **Norwegian Farm Books** to help patrons research their family history.

- Even though her department is not currently hiring, Amanda has been assisting with Human Resources tasks in other departments, tasks such as scheduling and scoring shelve tests for Circulation, and evaluating applications in preparation to serve on the upcoming interview panel for the next Children's Services Library Assistant.

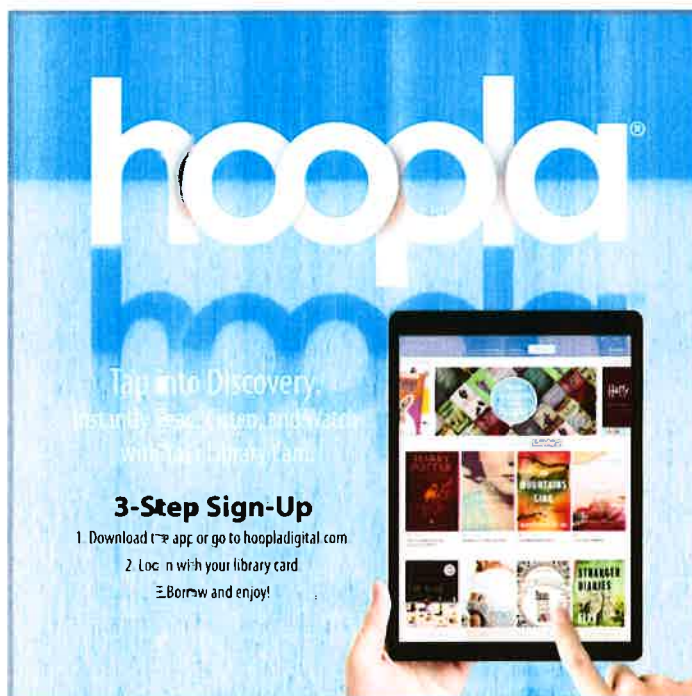
- In addition to the amazing June 3 Pride Event, Teen Services Assistant Cynthia Schlegel's programs included Teen Trivia; Summer Library Program promo to 5th graders; working with teens to create a Summer Library Programs promo video to be shared at River Bluff Middle School; Rainbow Skirts; Teen Advisory Board; and a Chocolate Fountain event. Special thanks to Library Substitute Erin Mears for assisting with several of these well-attended events.

- Amanda completed several test training sessions of **our newest digital resource, Hoopla**, identifying a few bugs along the way which she was able to report and get fixed by the Hoopla team. In addition to one-on-one trainings, she also has two Hoopla classes scheduled over the next couple months: one evening class at the library, and another daytime session at the Senior Center.

- Adult programs during this time included: several Virtual Author Visits; Page Turners and The Foundation book discussions; and another session on Medical Advance Directives hosted by volunteer Jean Ligocki.

- On June 3, the library hosted an all-day, all ages Pride event to celebrate LGBTQ+ individuals and families in

our community, with 125 people attending. Cynthia and Children's Librarian Mary Ostrander put their hearts and souls into planning this event over several months. This event was inspired by specific requests from our Teen Advisory Board. It was beautiful to see so many of our teens and families enjoy a day full of rainbows and fun, as well as genuine affirmation. Our teen volunteers were integral to this event, assisting with setup and cleanup, running several activity booths, and serving as moderators on panels. Library Director Jim Ramsey, Amanda, and several members of the Friends of the Library also attended and assisted. We have a couple other LGBTQ+ related events planned for the remainder of 2023, and look forward to celebrating Pride again in June 2024 and beyond.



Looking Back from *The Stoughton Hub*

May 24, 1909

Those interested in the doings of our kindergarten children should make a visit to the public library, where they will find displayed some of the handiwork of these little folk. The exhibit consists of drawings of birds, which have been colored, and quite an assortment of objects fashioned from paper, such as dovecotes, churches, bird's nests, and baskets. The work evidences not a little skill and patience on the part of the little ones.



**Stoughton Public Library Board of Trustees
Personnel Committee
Tuesday, June 6, 5:30 PM**

****Please Note:** This was a virtual meeting held via Zoom

MINUTES

**Present: Ken Axe, Amy Ketterer, Kristin Rosenberg
Also present: Library Director Jim Ramsey**

1. Meeting called to order by consensus at 5:33 PM
2. **Review of agenda** – Agenda reviewed and accepted by consensus.
3. **Discussion and possible action regarding the creation of two part-time library assistant positions from a full-time position (enclosure) * **** - Ramsey presented. Advised that the committee move into closed session to discuss the details of splitting the currently vacant full-time Library Assistant position into two part-time positions. MOTION by Ketterer to move into closed session. SECOND: Axe. Roll call vote taken. 3-0 in favor of the motion.

[The Committee entered into closed session at 5:38 PM]

[The committee returned to open session at 5:49 PM]

MOTION by Ketterer to recommend creating two part-time positions—one in Circulation at 20 hrs/week and another in Children's Services at 22 hrs/week—out of the vacant full-time (40 hrs/week) position. SECOND: Rosenberg. VOTE: 3-0.

4. **Discussion and possible action regarding Library personnel requests for 2024 Budget (enclosure) * **** - Ramsey presented, explaining that he proposes presenting the same two personnel requests as last year to Council: 10 additional hours for the Circulation Supervisor and an additional part-time Library Assistant position in Adult Services. If the former can be accomplished

EDUCATE, ENRICH, EMPOWER, ENGAGE

through restructuring the full-time library assistant position described in the previous motion, then that request would be withdrawn. MOTION by Axe to recommend presenting the two personnel requests to Council for the 2024 budget. SECOND: Ketterer. VOTE: 3-0.

5. MOTION by Ketterer to adjourn. SECOND by Axe. VOTE: 3-0.
Meeting adjourned at 6:02 PM

*Indicates possible action item

**The committee may move into closed session per State Statute 19.85(1)(c) when considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Sent to Personnel Committee:

Ken Axe
Amy Ketterer
Kristin Rosenberg

Cc:

Teri Lesage
Jean Ligocki
Sharon Meilahn Bartlett
Erin Meinholz
Dayna Verstegen
Siri Vienneau

If you are disabled & in need of assistance, please call 873-6281 prior to this meeting.

Note: An expanded meeting may constitute a quorum of the Board.

Stoughton Public Library
Board of Trustees - Policies Committee Meeting
Thursday, June 1, at 6:30 PM



****Please Note:** This was a virtual meeting held via Zoom.

MINUTES

Present: Ken Axe, Erin Meinholz, Dayna Verstegen

Also present: Library Director Jim Ramsey

1. Meeting called to order by consensus at 6:34 PM
2. **Review of Agenda** – Agenda reviewed and accepted by consensus.
3. **Review/Approve Minutes of March 2, 2023 * (enclosure)** – MOTION to approve the minutes of March 2, 2023: Verstegen. SECOND: Axe. VOTE: 3-0.
4. **Review of proposed changes to Appropriate Behavior Policy * (enclosure)** – Ramsey presented on the changes proposed by the library's management team. Meinholz corrected a typo in the document. Axe suggested adding language prohibiting patrons from intentionally moving or concealing library materials with the goal of limiting other patrons' access. Verstegen concurred. After some discussion, the committee decided on the following language under section III: Inappropriate Behavior: "Intentionally misfiling or concealing library materials and thereby limiting access to those materials." MOTION to accept the proposed changes and recommend them to Board: Meinholz. SECOND: Axe. VOTE: 3-0.
5. **Review of proposed changes to Carnegie Room Use Policy * (enclosure)** – Ramsey presented on the proposed changes. Meinholz pointed out that the policy in fact prohibits all fundraising activity and suggested adding an exemption for fundraising events that benefit the library (e.g. The Friends' Pie Place). After some discussion, the following language was agreed upon for Section III.B.1.b regarding uses of the meeting room that are specifically excluded: "Fundraising events other than those that benefit the library." MOTION to accept the proposed changes and recommend them to the Board: Verstegen. SECOND: Meinholz. VOTE: 3-0.
6. **Review of proposed changes to Second Floor Meeting Rooms Policy * (enclosure)** – Meinholz suggested resolving some inconsistencies between this policy and the Carnegie Room Use policy (E.g. The two policies use different language about cleaning the room and returning it to the state in which you found it.) Ramsey agreed and offered to wordsmith the relevant sections ahead of the next Board meeting on June 21. Meinholz suggested changing the heading under Section II from Definition to Scope and rewording the

descriptions of the rooms. Consensus was in favor. MOTION to accept the proposed changes and recommend them to the Board: Axe. SECCND: Meinholz. VOTE: 3-0.

7. Schedule next meeting – Discussion ensued. Consensus was to wait until additional policies are ready for review to schedule another meeting.

8. Meeting adjourned by consensus at 7:19 PM

Sent to:

Ken Axe

Erin Meinholz

Dayna Verstegen

Cc:

Amy Keeterer

Teri LeSage

Jean Ligocki

Sharon Meilahn Bartlett

Kristin Fosenberg

Siri Vienneau

If you are in need of assistance to attend this meeting, please call 873-6281 prior to this meeting.

Note: An expanded meeting may constitute a quorum of the Board.

STOUGHTON PUBLIC LIBRARY BOARD OF TRUSTEES



2022-2023 COMMITTEE ASSIGNMENTS

FINANCE: Teri LeSage, Sharon Meilahn Bartlett, Erin Meinholz (chair)

PERSONNEL: Ken Axe, Amy Ketterer, Kristin Rosenberg

PLANNING: Teri LeSage, Jean Ligocki, Sharon Meilahn Bartlett (chair), Siri Vienneau

POLICIES: Ken Axe, VACANT, Erin Meinholz, Dayna Verstegen,

STOUGHTON PUBLIC LIBRARY
APPROPRIATE LIBRARY BEHAVIOR POLICY

Approved by Library Board 3-20-19

WITH SUGGESTED EDITS FROM MANAGEMENT TEAM & POLICIES COMMITTEE



I. Purpose

- A. The Board of Trustees is committed to providing an atmosphere where people of all ages may come to utilize Library resources, **ensuring that library facilities are safe, welcoming, and provide equitable access to materials and services for all library users.** Under the provisions of Chapter 43 of the Wisconsin State Statutes, specifically Section 43.52 (2), the Stoughton Public Library Board of Trustees may enact regulations that serve to insure the safety of all library staff and patrons, protect the collection and maintain order in the library.
- ~~B. This policy does not prohibit quiet conversations between patrons and/or staff members or conversations required to carry on library programs or business. It is designed to preserve a reasonably quiet atmosphere where library patrons may use library services and materials without disturbance.~~
- ~~C.~~ **B.** Questions regarding the interpretation of these guidelines will be referred to the Library Director and/or the Library Board.

II. Definitions

- A. "Inappropriate" is defined as that which ~~disturbs others~~, interferes with library operations or damages the building or its contents. Any behavior that ~~exhibits rudeness, profanity or~~ is generally considered unacceptable in a public place is inappropriate.
- B. "Illegal" is defined as that which violates federal regulations, state statutes, or municipal ordinances.
- C. "Emergency" is defined as any situation in which an individual's actions present an imminent danger to the life and safety of themselves or others.
- D. "Soliciting" is defined as selling a product or service, or asking for money. "Soliciting for business" is defined as seeking business from potential customers for a product or service.

III. Inappropriate Behavior

- A. ~~The rights of individuals to use the library should not be denied without due cause. To guarantee these rights for all patrons~~ **the rights of all patrons to use the library, no library patron shall engage in the following behaviors: the Board of Trustees prohibits certain inappropriate behaviors. These behaviors shall include, without limitation by enumeration, the following conduct or behaviors:**

1. Eating while using library computers (including **library-owned** laptops). Beverages other than those from library-sponsored events must be in covered containers. ~~Clean-up supplies are available at the Adult Services desk, and patrons who habitually leave food messes may be asked to make use of them; or in extreme cases, may be banned from eating in the Library.~~
2. Smoking. The library is a smoke-free environment. Smoking is prohibited throughout the facility, including the use of e-cigarettes or vaping.
3. Blocking ~~entry~~ **the library's entrances**, aisles, **exits**, or traffic areas.
4. Damaging or defacing public property within or outside the building.
5. ~~Engaging in repeated loud or boisterous behavior.~~
6. ~~Engaging in inappropriate physical contact such as horseplay, roughhousing, or inappropriate public display of affection.~~ **any sexual contact, activities, or conduct.**
7. Using profane, obscene, or offensive language.
8. Intentionally annoying or harassing another person; **engaging in any behavior that a reasonable person would find to be disruptive, harassing, or threatening in nature to the library users or staff including stalking, prolonged staring at or following another with the intent to annoy, or intentionally behaving in a manner that could reasonably be expected to annoy or disturb others.**; ~~interfering with other library patrons' use of the facility, including through unreasonable odor or perfume; or unreasonably interfering with the activities of any library employee.~~
9. **Entering or remaining upon library premises with a bodily hygiene so offensive that it constitutes a nuisance to others.**
10. **Engaging in any physically intimidating or assaultive behavior; making any threats of violence or unlawful activities.**
11. Causing a public disturbance **or engaging in repeated loud or boisterous behavior.**
12. Entering or remaining in the library without a shirt, shoes, or other appropriate attire.
13. Loitering on the premises under circumstances that cause concern for the safety or health of any person or property in the vicinity of the library.
14. Remaining in the building after its regular closing hours.
15. **Sleeping in the library for more than 30 minutes, napping, or dozing in or on library premises.**
16. Soliciting (selling); soliciting for business by talking to Library patrons, ~~by~~ handing out flyers, or ~~by~~ displaying signs; asking Library patrons or staff for money; surveying and canvassing, except in conjunction with Library Board approved projects. Vendors may meet with authorized library personnel only.
17. Bringing pets or other animals into the library unless they are service animals or part of a library program. (See the "Animals in the Library Policy.")
18. Violating the library's Materials Use Policy or Internet Use Policy.
19. ~~As per City of Stoughton policy, the Stoughton Public Library is a No Hit Zone. Please see the City's brochure (available at all public services desks) for more information.~~
[See #10, above]

- 20. Engaging in any other activities that are inconsistent with those activities normally associated with the use of public library facilities that include reading, studying, and using library materials.
- 21. Intentionally misfiling or concealing library materials and thereby limiting access to those materials.

B. Personal electronic equipment may be used in the library as long as it does not disturb or offend others. Users of audio equipment will be asked to use headphones.

C. Guidelines for Handling Inappropriate Behavior

1. If someone ~~creates a disturbance in the Library~~ **engages in inappropriate behavior**, that person may be restricted from the use of the library facilities and be asked to leave the building. Those who do not leave within a reasonable amount of time after being instructed to do so by staff, will be subject to action by law enforcement personnel.

2. A brief written report of any incident involving theft, vandalism, illegal activity, or major disruptive behavior will be filed with the Director as soon as possible after its occurrence.

3. Library users **engaging in inappropriate behavior** may lose their library privileges for ~~the day, a week, one month, or six months~~, **a period of days, weeks, or months**, depending on the nature of the offense, the extent of damage or disruption caused, and history of previous infractions of library policies. (Wisconsin State Statutes 43.52 (2)). **The length of the suspension shall be determined by the Library Director in consultation with supervisory staff.** The Director will inform the Library Board if any Library users have been banned for periods of one month or more.

4. The person whose library privileges have been suspended will be advised in writing of the suspension and the reason(s) for such action. The offender will also be informed that the suspension may be appealed. Suspensions will start immediately upon issuance of the written notice. Minors who have been banned for behavior issues will be allowed access if they are accompanied at all times by a parent or guardian for the duration of the suspension when they are in the Library.

D. Appeal procedure

If an individual wishes to appeal loss of Library privileges, the individual may file a written appeal with the Library Director within one week of the notification of loss of privileges, clearly stating why the individual believes that Library privileges should be reinstated. The Library Director will respond in writing within one week of receipt of the appeal.

If the Library Director denies the appeal, the claimant may make a further appeal by sending a written appeal to the Library Board of Trustees within one week of receipt of the Library Director's determination. The Library Board shall consider the appeal and make a final determination within 30 days of the date of receipt of the appeal by the

Board. Appeals to the Board shall be sent to the Stoughton Public Library, 304 S. Fourth St. Stoughton, WI, 53589. The determination of the Board shall be final.

Any person who enters or remains on the Library premises after losing his/her library privileges will be reported to the Stoughton Police Department for removal.

IV. Illegal Activity/Emergency Situation

- A. Any individual observed engaged in the following activities will be subject to police intervention/arrest.
1. Assault or threat of assault.
 2. Refusal to remove a weapon from the premises after being requested to do so by library staff.
 3. Possessing controlled substances.
 4. Committing any crime, misdemeanor or violation of a municipal ordinance on the premises of Library facilities.
 5. Knowingly entering non-public areas of Library facilities.
 6. Using the Internet for other than legal purposes.
 7. Entering or remaining on Library premises after having been notified by authorized individual not to do so.
- B. When illegal/emergency activities are committed by an individual, the police will be called.

V. Theft of Library Materials

- A. According to Section 943.61 (3) of the Wisconsin State Statutes, the concealment of library material beyond the last station for borrowing this material is evidence of intent to deprive the library of possession of the material. The discovery of library material which has not been checked out in accordance with library procedures and which is concealed by a person upon the person or belongings of another is evidence of theft.
- B. According to Section 943.61 (4) of the Wisconsin State Statutes, an adult employee of the library who has probable cause for believing that a person has committed a theft in her/his presence may detain the person for a reasonable length of time in order to turn the person over to the police. The detained person shall be promptly informed of the purpose for the detention, but shall not be interrogated or searched against his/her will before the arrival of the police who may conduct a lawful interrogation of the accused person.

Adopted: August 9, 2001
 Revised: August 8, 2002
 Revised: October 9, 2003
 Revised: September 9, 2004
 Revised: April 11, 2007
 Revised: December, 2011
 Revised: July 18, 2012
 Revised: August 21, 2013
 Revised: September 18, 2013

Revised: April 15, 2015
 Reviewed: April 20, 2016
 Reviewed: September 21, 2016
 Revised: September 20, 2017
 Revised: April 18, 2018
 Revised: January 16, 2019
 Revised: March 20, 2019

STOUGHTON PUBLIC LIBRARY CARNEGIE ROOM USE POLICY

Revised by Library Board 10-16-19



WITH SUGGESTED CHANGES FROM MANAGEMENT TEAM & POLICIES COMMITTEE

I. Purpose

The Library Board and staff encourage the use of Library meeting rooms by and for the benefit of the community, including educational, cultural, intellectual or charitable activities.

II. Definitions

The Carnegie Room is a meeting room with the capacity for 50 people. The following equipment is available for use: LCD projector with cords for use with PC only (no ~~MAC~~ **Mac adaptability compatibility**), screen, lectern, white board with dry erase markers, ten tables, and chairs.

III. Guidelines

A. Scheduling the Carnegie Room

1. The Library will be given first priority for the room's use and there are no restrictions for Library use. Individuals, organizations, and businesses may reserve the room on a first-come, first-served basis. ~~Non-library users may use the room per this policy when space is available.~~ **[This sentence is just restating the previous sentence]** However, if in case of extreme need by the Library and after exhausting all other possible options, non-Library users may be asked to relinquish their use of the room.
2. Use of the Carnegie Room by Organizations, Groups, and Individuals
 - a. There will be a limit of one Carnegie Meeting Room advance reservation per calendar month. However, library staff may allow K-12 education groups (public, private, and home school) to book the Carnegie room up to once per week for educational use. Additional "drop in" meetings may be held more often if scheduling allows.
 - b. ~~Use~~ **Reservations** of the Carnegie Room ~~is~~ **are** ~~scheduled at the second floor Adult Services Desk via an online web form~~ and may be ~~scheduled~~ **made** up to 6 weeks in advance.
 - c. Requests for equipment use should be submitted at least 7 days in advance but no more than 6 weeks in advance.
 - d. Library staff reserve the right to enter Carnegie Room at any time.
 - e. Any misrepresentation upon reserving the room shall void its use.
 - f. At least one of the persons using the Carnegie Room must be age 16 or older.

B. Use of Facilities

1. The Library Board specifically excludes the following uses of its meeting rooms:
 - a. Private social functions, such as showers, birthday parties, and dances.
 - b. **Fundraising events other than those that benefit the library** (fundraising planning meetings are welcome).

- c. Any events that would interfere with the normal operation of the library; e.g. events that cause excessive noise, safety hazards, or security risks.
 - d. **Soliciting (selling) products or services to library patrons;** ~~soliciting for business by talking to Library patrons, by handing out flyers, or by displaying signs;~~ **[This seems to comport with our more lenient practice of allowing businesses to use the room for educational activities, e.g. a Medicare seminar]** asking Library patrons or staff for money; surveying and canvassing, except in conjunction with Library Board approved projects. Vendors may meet with authorized library personnel only. At the discretion of the Library Director, authors reserving the Carnegie Room for a book talk may sell copies of their book during the event.
 - e. The Library reserves the right to refuse the use of the room based upon the above criteria. Any questions about room use shall be referred to the Library Director.
2. The Carnegie Room is only available for use during Library open hours. Exceptions may be made for meetings of City of Stoughton governmental units.
 3. **Groups using the meeting rooms may not charge admission, collect or request contributions or donations, nor perform sales.**
 4. Groups must vacate the room fifteen minutes prior to closing time and will be ~~informed~~ **directed** to do so by staff at that time. Groups must also vacate the room in time for any subsequent meeting. Groups that fail to vacate the room when directed ~~will~~ **may** be denied future use of the room ~~for a period of 3 months.~~
 5. Users must check in at the ~~Front~~ **Circulation** Desk on the main floor prior to using the room.
 6. Refreshments provided by the users may be served in the Carnegie Room. Any food, ~~serving and eating~~ **or other** supplies must be provided by the users, cleaned up, and removed from the room at the end of the meeting.
 7. **Users must return the room to the condition in which they found it.** If cleaning because of food, beverages, or any activity (such as a crafts) is needed after an event, a vacuum is available for use. The Library reserves the right to charge room users a fee for the custodial services if additional cleanup is needed. **The room contains a white board. Only dry-erase markers may be used. If you wish to use the white board, you may borrow a set of markers from the Information Desk without charge. Anyone who uses inappropriate markers may be subject to a cleaning fee.**
 8. Users must provide adequate supervisors, chaperones, and crowd control personnel to satisfy the library administration and staff that the event will be controlled. The guidelines outlined in the Library's Behavior Policy also apply to those using the Carnegie Room. Please see that policy for more information.

9. Decorations, wall hangings, or any other items may not be taped, stapled, glued, or in any way fastened or adhered to any walls, windows, ceilings, or fixtures without prior permission and direction from the Library Director or staff.

10. There is no charge for use of the Carnegie Room. ~~However, your tax deductible donation to the Stoughton Public Library would be greatly appreciated.~~

~~10. The Library keeps track of the number of people using the Carnegie Room and will ask how many people participated in your meeting or event. [We no longer do this, and even if we started to collect this info again, this could be handled at the procedural level]~~

C. Use of Equipment

1. Requests for equipment must be ~~made when the room is reserved~~ **submitted at least 7 days in advance. [Changed to match the requirement in 2.c.]** A person 16 or older must be responsible for equipment reservation and use.
2. It is the responsibility of the person reserving the room to visit the Library in advance to make sure they know how to operate any Library equipment, and to make sure any personal equipment is compatible with Library equipment.
3. Library staff will not set up tables and chairs, but may with at least 24 hours' notice assist with setup of audio-visual connections.
4. The library is not responsible for any items left in the meeting room. Items left for 30 days may be disposed of in a manner deemed appropriate by the Library Director/staff.

IV. Review and Appeal

Any group or individual who is refused permission to use Library meeting room(s), or who has other objections, may appeal to the Library Board by filing the appeal in writing with the Library Director within 10 days of the refusal. The Library Board will hear the appeal at its next regularly scheduled meeting.

V. Disclaimers

- A. The fact that a group is permitted use of Library rooms does not in any way constitute endorsement of the group's policies or beliefs by the Library, City, Library Board, or staff.
- B. All organizations/individuals using the Stoughton Public Library meeting rooms will maintain compliance with Federal, State and local laws and regulations regarding discrimination. This includes but is not limited to the Federal Americans with Disabilities Act.
- C. The Director and Library Board reserve the right to refuse use of the room as deemed necessary according to this policy.
- D. This policy may be subject to change based on need or circumstances as approved by the library board at any regularly scheduled meeting

This Policy began as a policy for all meeting rooms at the Library. In June, 2013 it was separated into two policies: one for the Carnegie Room and one for the second floor meeting rooms.

Approved by Library Board June 19, 2013 as a separate policy.

Adopted: August 9, 2001

Revised: July 11, 2003

Revised: April 14, 2005

Revised: July 8, 2009

Recommended by CA/CP Comm. 10/4/11

Approved by Library Board 10/19/2011

Revised by Library Board 11/18/2015

Revised by Library Board 3/16/2016

Revised by Library Board 4/20/2016

Revised by Library Board 9/20/2017

Revised by Library Board 4/18/18

Revised by Library Board 10/16/19

STOUGHTON PUBLIC LIBRARY

SECOND FLOOR MEETING ROOMS POLICY

Approved by Library Board 9-20-17



WITH SUGGESTED CHANGES FROM MANAGEMENT TEAM & POLICIES COMMITTEE

I. Purpose

The Library Board and staff encourage the use of Library meeting rooms by and for the benefit of the community including educational, cultural, intellectual, or charitable activities.

II. Definitions-Scope

The Wahlin Room, which has a table that seats four, ~~but the room~~ can be used by up to six people.

The Madison Community Foundation Room, which has a table that seats six, ~~but the room~~ can be used by up to nine people.

Users must return the room to the condition in which they found it. If cleaning because of food, beverages, or any activity (such as a crafts) is needed, a vacuum is available for use. The Library reserves the right to charge room users a fee for the custodial services if additional cleanup is needed. Both rooms include a white board wall. Only dry-erase markers may be used on these walls. If you wish to use the white boards, you may borrow a set of markers from the Information Desk without charge. Please use only the Library provided markers. Anyone who uses inappropriate markers may be subject to a \$25-cleaning fee or a greater fee if the wall is damaged. A computer projector is available for use in either room. [The preceding paragraph doesn't belong under Definitions. Recommend including it in the numbered list under B. Use of Facilities]

III. Guidelines

A. Scheduling

The Library will be given first priority for the rooms' use, and there are no restrictions on Library use. Individuals, organizations, and businesses may reserve the room on a first-come, first-served basis. Non-Library users are allowed use of the room per this policy when space is available for up to 4 hours at a time. However, if in case of extreme need by the Library and after exhausting all other possible options, non-Library users may be asked to relinquish their use of the room.

Individuals and organizations may reserve the rooms on a first-come, first-served basis.

- ~~○ One member of the group must be 18 years of age and provide either photo ID or library card to reserve either room. Patrons in a group without a member age 18 or older must each provide photo ID or library card to reserve either room.~~
- Library staff reserve the right to enter meeting rooms at any time.
- The meeting rooms may be reserved up to 6 weeks in advance.

- Meeting room reservations are limited to twice a week, ~~4 weeks in a row~~ [Staff report that this restriction is unnecessary]. You may make additional use of the rooms during that time period, if the rooms are available. Please ask at the Adult Services Information Desk for more information.

Any misrepresentation upon reserving the room(s) shall void any use of that space.

B. Use of Facilities

1. The Library Board specifically excludes the following types of uses of its meeting rooms:
 - a. Private social functions, such as showers, birthday parties, and dances.
 - b. Fundraising events (fundraising planning meetings are welcome).
 - c. Political rallies (political planning meetings are welcome).
 - d. Any events that would interfere with the normal operation of the library; e.g. events that cause excessive noise, safety hazards, or security risks.
 - e. Soliciting (selling); soliciting for business by talking to Library patrons, handing out flyers, or displaying signs; asking Library patrons or staff for money, surveying and canvassing, except in conjunction with Library Board approved projects. Vendors may meet with authorized library personnel only.
 - f. The Library reserves the right to refuse the use of the room based upon the above criteria. Any question of use of the room shall be referred to the Library Director.
2. Meeting rooms are only available for use during Library open hours. Exceptions ~~will~~ **may** be made for meetings of City of Stoughton governmental units.
3. Groups must vacate the rooms fifteen minutes prior to closing time and will be informed so by staff at that time. Groups must also vacate the rooms in time for any subsequent meetings. Groups that fail to vacate the room when directed ~~will be denied future use of the room for a period of 3 months~~ **may be denied future use of the rooms.**
4. Users must check in at the Adult Services Information Desk prior to using the rooms.
5. Covered beverages **and food** are allowed in the meeting rooms, ~~but no food is allowed in either room.~~
6. ~~Users must provide adequate supervisors, chaperones, and crowd control personnel to satisfy the library administration and staff that the event will be controlled. [This verbiage is from the Carnegie Room use policy and is unlikely to apply to use of these smaller rooms] The same conditions for use apply to those using the meeting room as apply to those using the library proper. (Appropriate Library Behavior Policy). [This second sentence is repeated in number 9. Recommend removing]~~
7. Decorations, wall hangings, or any other items may not be taped, stapled, glued, or in any way fastened or adhered to any walls, windows, ceilings, or fixtures without prior permission and direction from the Library Director or staff.

8. There is no charge for use of the meeting rooms. ~~However, your tax deductible donation to the Stoughton Public Library would be greatly appreciated.~~
9. The guidelines outlined in the Library's **Appropriate** Behavior Policy also apply to people using the second floor meeting rooms. Please see that policy for more information.
10. ~~The Library keeps track of the number of people using the meeting rooms and will ask how many people participated in your meeting. [We no longer do this, and even if we started to collect this info again, this could be handled at the procedural level]~~

IV. Review and Appeal

Any group or individual who is refused permission to use Library meeting rooms, or who has other objections, may appeal to the Library Board by filing the appeal in writing with the Library Director within 10 days of the refusal. The Library Board will hear the appeal at its next regularly scheduled meeting.

V. Disclaimers

- A. The fact that a group is permitted use of Library rooms does not in any way constitute endorsement of the group's policies or beliefs by the Library, City, Library Board, or staff.
- B. All organizations/individuals using the Stoughton Public Library meeting rooms will maintain compliance with Federal, State and local laws and regulations regarding discrimination. This includes but is not limited to the Federal Americans with Disabilities Act.
- C. The Library Director and Library Board reserve the right to refuse use of the room as deemed necessary according to this policy.
- D. This policy may be subject to change based on need or circumstances as approved by the Library Board at any regularly scheduled meeting.

This Policy began as a policy for meeting rooms in general at the Library.

In June, 2013 it was separated into two policies: one for the Carnegie Room and one for the upper level Conference Rooms.

Approved by Library Board 6-19-13

Revised: 3-19-14

Revised: 11-18-15

Revised: 3-16-16

Revised: 9-20-17