

**Cuba Circulating Library  
Board of Trustees Monthly Meeting Minutes  
Monday, January 8, 2024**

**Present:** Lin Assink, Tom Donahue, Denean Emerson, Lauren Mosgrove, Lionel Legry, Jill Schwab, Wendy Sprague, Faith Stewart, and Brad Weaver

**Also Present:** Tina Dalton, Pat Ash, Shauna Comes

**Call to Order:** Faith called the meeting to order at 5:39 PM.

**Public Comments:** two speakers/ 6 attendees (see attached)

Suzanne Flierl – thanks for decision to retain challenged books in YA section

Kathleen Jahnke – thanks for supporting educational access to information

**Friends' Report:** Reminder of membership drive Mid-Feb-Mid March.

**Minutes of the Dec. Meeting:** Tom made a motion to accept the minutes with a corrected spelling of Lauren's last name. Lauren seconded the motion and it was approved unanimously.

**Financial Officer's Report:** The financial officer's report was accepted on a motion from Brad, a second by Lauren and the unanimous consent of the board.

**Corresponding Secretary:** The board received a Thank-you card from staff for the gift cards from the board for the Holidays. Wendy read summaries from 61 letters received from the public following the December meeting regarding the book challenges. (see attached)

**Director's Report:** see attached

**i. conference reports:**

- a) Shauna – NYLA conference tech transfer libraries, digital attacks, AI, (200 attacks), TikTok short form.
- b) Tina -- international snackers, outreach gaps with community rather than for, walking club, “center people not things;” they don't need you to save them, they need you to see them.
- c) Cherilyn's Leadership Allegany presentations at Palmer, Jan. 25, 8:30 a.m.

**Committee Reports**

- i. Planning: Nothing to report.
- ii. Finance: Nothing to report.
- iii. Bldgs/Grounds: Nothing to report.

- iv. Personnel: Nothing to report.
- v. Liaison with Friends: Nothing to report.
- vi. Education: Nothing to report.

### **Ad hoc committees**

- i. Children's Area Renovation. Committee meeting next week.

### **Unfinished Business**

- i. Endowment Withdrawal - Under discussion.

### **New Business**

- i. Statements of Concern – Summary of latest three statements provided and actions taken by Tina
- ii. Challenge to Library Materials Policy and Form –New policy approved by the Board on a motion from Lauren and a second by Denean. See attached.
- iii. With appreciation- A book will be purchased in Sharry Semans' name for addition to the Library collection in recognition for her service to the Board and the Library. A book will be purchased in Janet Rhodes' name to commemorate 43 years of service to the Library.

**Executive Session:** A motion was made by Brad and seconded by Lionel to go into executive session to discuss a legal matter. The board entered into Executive Session at 6:52 and exited at 7:03 on a motion by Tom and a second by Lin.

**Adjournment:** Lin made a motion to adjourn, seconded by Wendy and the meeting ended at 7:05 PM

January 8, 2024

# CUBA LIBRARY BOARD MEETING

## PUBLIC COMMENTS

EACH SPEAKER IS GIVEN A MAXIMUM OF THREE (3) MINUTES TO ADDRESS THE BOARD. PERSONS WHO ADDRESS THE BOARD MAY SPEAK ONLY ONCE PER MEETING. SPEAKERS MUST LIMIT THEIR TOPIC TO LIBRARY MATTERS ONLY, AND MUST RESIDE IN THE CUBA RUSHFORD SCHOOL DISTRICT. THE MEETING WILL BE CALLED TO AN END IF THINGS GET DISRUPTIVE OR UNRULY.

NO.	NAME	ADDRESS	DO YOU WISH TO SPEAK?	DO YOU LIVE IN THE CUBA-RUSHFORD SCHOOL DISTRICT?	DO YOU HAVE AN STLS/ <i>Cuba</i> LIBRARY CARD?
1	Suzanne Flierl	143W Main St	Yes	Yes	Yes
2	Kyla Tronetti	9306 Heath Camp Rd.	No	Yes	Yes
3	Hunter Johnke	71 South St	No	Yes	No
4	Aaron Johnke	71 South St	No	Yes	Yes
5	Kathleen Johnke	71 South St	Yes	Yes	Yes
6	Caroline Mapes	5 Noble St.	No	No	Yes (not Cuba)
7					
8					
9					
10					
11					
12					
13					
14					

# Cuba Circulating Library Association

## Budget vs. Actuals:

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
<b>Revenue</b>				
4003 School Income	231,846.00	231,846.00	0.00	0.00 %
4004 Local Lib Services Aid	1,675.00	1,675.00	0.00	0.00 %
4017 Memorials/Gifts	10,271.69		-10,271.69	
4019 Refunds/Reimb	985.99		-985.99	
4020 Meeting Room Fee	1,210.00	750.00	-460.00	-61.33 %
4100 Other Income				
Arts	1,630.00		-1,630.00	
Book Replacement	199.99		-199.99	
Copies Income	2,698.50	2,000.00	-698.50	-34.93 %
Donation Box	3,036.52	400.00	-2,636.52	-659.13 %
Fines	257.40	200.00	-57.40	-28.70 %
Misc Income	380.93	400.00	19.07	4.77 %
<b>Total 4100 Other Income</b>	<b>8,203.34</b>	<b>3,000.00</b>	<b>-5,203.34</b>	<b>-173.44 %</b>
4200 Restricted Funds Revenue	-6,600.07		6,600.07	
Adult Programs	350.00		-350.00	
Arts Grant	4,010.00		-4,010.00	
DFY Grant	1,435.00		-1,435.00	
Friends	3,105.56	2,000.00	-1,105.56	-55.28 %
Grants	6,207.22		-6,207.22	
Lions Club Grant	500.00		-500.00	
Manley Grant	3,700.00		-3,700.00	
Martin Donation	2,000.00		-2,000.00	
United Way	7,375.00		-7,375.00	
Wilday Grant	1,000.00		-1,000.00	
<b>Total 4200 Restricted Funds Revenue</b>	<b>23,082.71</b>	<b>2,000.00</b>	<b>-21,082.71</b>	<b>-1,054.14 %</b>
4500 Investment Income	7.93		-7.93	
Capital Gains Distribution	0.00		0.00	
Dividend Income	19,438.47		-19,438.47	
Interest Income	7,238.75		-7,238.75	
Morgan Stanley				
Adams Memorial		500.00	500.00	100.00 %
Endowment Fund	290,723.00	25,723.00	-265,000.00	-1,030.21 %
<b>Total Morgan Stanley</b>	<b>290,723.00</b>	<b>26,223.00</b>	<b>-264,500.00</b>	<b>-1,008.66 %</b>
<b>Total 4500 Investment Income</b>	<b>317,408.15</b>	<b>26,223.00</b>	<b>-291,185.15</b>	<b>-1,110.42 %</b>
Budget Carryover		31,978.00	31,978.00	100.00 %
<b>Total Revenue</b>	<b>\$594,682.88</b>	<b>\$297,472.00</b>	<b>\$ -297,210.88</b>	<b>-99.91 %</b>
<b>GROSS PROFIT</b>	<b>\$594,682.88</b>	<b>\$297,472.00</b>	<b>\$ -297,210.88</b>	<b>-99.91 %</b>
<b>Expenditures</b>				
6100 Payroll Expenses				
6101 Wages	172,684.98	172,687.00	2.02	0.00 %
6102 Taxes	14,925.44		-14,925.44	

# Cuba Circulating Library Association

## Budget vs. Actuals:

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Payroll Tax		13,171.00	13,171.00	100.00 %
SUTA		2,310.00	2,310.00	100.00 %
<b>Total 6102 Taxes</b>	<b>14,925.44</b>	<b>15,481.00</b>	<b>555.56</b>	<b>3.59 %</b>
6103 Employee Benefits				
Company Contributions				
Retirement	4,939.76	5,500.00	560.24	10.19 %
<b>Total Company Contributions</b>	<b>4,939.76</b>	<b>5,500.00</b>	<b>560.24</b>	<b>10.19 %</b>
Health Insurance	500.00	500.00	0.00	0.00 %
<b>Total 6103 Employee Benefits</b>	<b>5,439.76</b>	<b>6,000.00</b>	<b>560.24</b>	<b>9.34 %</b>
6105 Ins - Disability		1,060.00	1,060.00	100.00 %
<b>Total 6100 Payroll Expenses</b>	<b>193,050.18</b>	<b>195,228.00</b>	<b>2,177.82</b>	<b>1.12 %</b>
6200 Library Materials				
6205 Books-J	4,063.65	4,500.00	436.35	9.70 %
6210 Books-A	7,372.33	7,500.00	127.67	1.70 %
6220 Serials	1,206.61	1,300.00	93.39	7.18 %
6230 Audio	912.10	1,000.00	87.90	8.79 %
6240 Equipment	661.20	500.00	-161.20	-32.24 %
6250 Digital Books	3,557.00	3,557.00	0.00	0.00 %
6260 DVD	1,846.05	1,500.00	-346.05	-23.07 %
6270 Video Games	988.58	1,000.00	11.42	1.14 %
6280 Adult Programming	2,026.00	1,200.00	-826.00	-68.83 %
6285 Childrens Programming	1,004.60	1,200.00	195.40	16.28 %
6290 STLS cost share	10,774.00	10,774.00	0.00	0.00 %
<b>Total 6200 Library Materials</b>	<b>34,412.12</b>	<b>34,031.00</b>	<b>-381.12</b>	<b>-1.12 %</b>
6202 Book Replacement	35.47		-35.47	
6300 Restricted Fund Spending				
6305 Adult Programs	350.00		-350.00	
6310 Arts Grant Expense	5,831.04		-5,831.04	
6320 Friends Expense	2,856.24		-2,856.24	
6330 Manley Grant expense	3,842.69		-3,842.69	
6345 Lions Club Grant	466.84		-466.84	
6350 Wilday Grant	2,333.66		-2,333.66	
6355 STLS Outreach	920.00		-920.00	
6360 DFY Grant	896.66		-896.66	
6365 ARPA Grant	4,144.29		-4,144.29	
6370 Memorials & Gifts	4,912.22		-4,912.22	
6390 United Way Grant	7,981.00		-7,981.00	
<b>Total 6300 Restricted Fund Spending</b>	<b>34,534.64</b>		<b>-34,534.64</b>	
6410 Advertisement	1,171.90	350.00	-821.90	-234.83 %
6415 Bank fees	95.00	100.00	5.00	5.00 %
6420 Custodial supplies	978.36	700.00	-278.36	-39.77 %
6425 Discretionary Fund	777.87	500.00	-277.87	-55.57 %

# Cuba Circulating Library Association

## Budget vs. Actuals:

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
6430 Insurance	878.00		-878.00	
Ins - Liability Insurance		878.00	878.00	100.00 %
Ins - Property	6,198.06	6,195.00	-3.06	-0.05 %
Ins - Workman's Comp	2,007.00	1,190.00	-817.00	-68.66 %
<b>Total 6430 Insurance</b>	<b>9,083.06</b>	<b>8,263.00</b>	<b>-820.06</b>	<b>-9.92 %</b>
6435 Interest Expense	29.32		-29.32	
6445 Library supplies	3,510.88	3,600.00	89.12	2.48 %
Library Equipment	993.35	1,000.00	6.65	0.67 %
<b>Total 6445 Library supplies</b>	<b>4,504.23</b>	<b>4,600.00</b>	<b>95.77</b>	<b>2.08 %</b>
6447 Membership	671.00	600.00	-71.00	-11.83 %
6450 Postage	304.65	200.00	-104.65	-52.33 %
6455 Processing Fee	820.69	500.00	-320.69	-64.14 %
6460 Personal Protection Supplies	70.22	300.00	229.78	76.59 %
6465 Repairs/Building & Grounds	15,285.85	7,000.00	-8,285.85	-118.37 %
6470 Services	270.00	649.00	379.00	58.40 %
Alarm System - Doyle	1,217.36	850.00	-367.36	-43.22 %
Argentieries	312.00	300.00	-12.00	-4.00 %
Attorney	4,000.00	3,000.00	-1,000.00	-33.33 %
Audit	2,750.00	2,750.00	0.00	0.00 %
Bookkeeper	8,100.00	8,100.00	0.00	0.00 %
Computer Tech	733.76	900.00	166.24	18.47 %
Copier Acme	1,341.97	2,500.00	1,158.03	46.32 %
Fire Extinguishers	48.00	56.00	8.00	14.29 %
Fire Place Clean	193.85	200.00	6.15	3.08 %
Hotspots	2,757.74	3,000.00	242.26	8.08 %
Parking Lot Maint		250.00	250.00	100.00 %
Patriot Microfilm	495.00	495.00	0.00	0.00 %
Payroll Processing	71.02		-71.02	
Rug Shampoos	420.00	250.00	-170.00	-68.00 %
Tax Filing (990)	750.00	750.00	0.00	0.00 %
Water Softener	412.28	250.00	-162.28	-64.91 %
Window Cleaner		450.00	450.00	100.00 %
<b>Total 6470 Services</b>	<b>23,872.98</b>	<b>24,750.00</b>	<b>877.02</b>	<b>3.54 %</b>
6480 Train/conference	1,125.00	1,500.00	375.00	25.00 %
6485 Travel	4,091.69	1,500.00	-2,591.69	-172.78 %
6490 Utilities				
Electric	5,969.54	9,000.00	3,030.46	33.67 %
Extended Broadband	1,800.00	1,800.00	0.00	0.00 %
Fuel	2,840.27	5,300.00	2,459.73	46.41 %
Phone	1,636.28	1,250.00	-386.28	-30.90 %
<b>Total 6490 Utilities</b>	<b>12,246.09</b>	<b>17,350.00</b>	<b>5,103.91</b>	<b>29.42 %</b>
6520 Dairy Days Float	125.00		-125.00	
Ask Accountant	0.00		0.00	

# Cuba Circulating Library Association

## Budget vs. Actuals:

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
<b>Total Expenditures</b>	<b>\$337,285.32</b>	<b>\$297,472.00</b>	<b>\$ -39,813.32</b>	<b>-13.38 %</b>
NET OPERATING REVENUE	<b>\$257,397.56</b>	<b>\$0.00</b>	<b>\$ -257,397.56</b>	<b>0.00%</b>
Other Expenditures				
Children's Area Remodel (Net)				
Children's Area Remodel Donations	-61,967.58		61,967.58	
Children's Area Remodel Expenses	224,170.49		-224,170.49	
Children's Area Remodel Funds	-124,193.00		124,193.00	
<b>Total Children's Area Remodel (Net)</b>	<b>38,009.91</b>		<b>-38,009.91</b>	
<b>Total Other Expenditures</b>	<b>\$38,009.91</b>	<b>\$0.00</b>	<b>\$ -38,009.91</b>	<b>0.00%</b>
NET OTHER REVENUE	<b>\$ -38,009.91</b>	<b>\$0.00</b>	<b>\$38,009.91</b>	<b>0.00%</b>
NET REVENUE	<b>\$219,387.65</b>	<b>\$0.00</b>	<b>\$ -219,387.65</b>	<b>0.00%</b>

# Cuba Circulating Library Association

## Statement of Activity

December 2023

	TOTAL	
	DEC 2023	DEC 2022 (PY)
Revenue		
4004 Local Lib Services Aid		1,675.00
4017 Memorials/Gifts	2,745.74	20.00
4100 Other Income		
Arts	1,000.00	
Book Replacement	20.00	
Copies Income	321.73	194.05
Donation Box	25.00	209.00
Fines	28.00	4.00
Misc Income	17.50	38.15
<b>Total 4100 Other Income</b>	<b>1,412.23</b>	<b>445.20</b>
4200 Restricted Funds Revenue	-6,600.07	
Grants		10,700.93
Martin Donation	2,000.00	
United Way	3,687.50	3,750.00
Wilday Grant	1,000.00	
<b>Total 4200 Restricted Funds Revenue</b>	<b>87.43</b>	<b>14,450.93</b>
4500 Investment Income	7.93	
Capital Gains Distribution		8,063.67
Dividend Income	5,711.11	6,239.45
Interest Income	6,917.76	0.34
Morgan Stanley		
Endowment Fund		-70,000.00
<b>Total Morgan Stanley</b>		<b>-70,000.00</b>
<b>Total 4500 Investment Income</b>	<b>12,636.80</b>	<b>-55,696.54</b>
<b>Total Revenue</b>	<b>\$16,882.20</b>	<b>\$ -39,105.41</b>
GROSS PROFIT	<b>\$16,882.20</b>	<b>\$ -39,105.41</b>
Expenditures		
6100 Payroll Expenses		
6101 Wages	14,404.60	12,151.57
6102 Taxes	1,106.84	-214.62
6103 Employee Benefits		
Company Contributions		
Retirement	408.45	349.78
<b>Total Company Contributions</b>	<b>408.45</b>	<b>349.78</b>
<b>Total 6103 Employee Benefits</b>	<b>408.45</b>	<b>349.78</b>
<b>Total 6100 Payroll Expenses</b>	<b>15,919.89</b>	<b>12,286.73</b>
6200 Library Materials		
6205 Books-J	361.39	69.78
6210 Books-A	991.93	34.50



# Cuba Circulating Library Association

## Statement of Activity

December 2023

	TOTAL	
	DEC 2023	DEC 2022 (PY)
6220 Serials	-20.37	
6230 Audio	62.88	146.96
6250 Digital Books		564.22
6260 DVD	260.46	50.68
6270 Video Games	229.48	
6280 Adult Programming	-641.01	
6285 Childrens Programming	222.05	
6290 STLS cost share		447.52
<b>Total 6200 Library Materials</b>	<b>1,466.81</b>	<b>1,313.66</b>
6300 Restricted Fund Spending		
6305 Adult Programs	350.00	
6310 Arts Grant Expense	809.92	
6320 Friends Expense	306.75	
6330 Manley Grant expense	3,317.98	
6350 Wilday Grant	675.00	
6370 Memorials & Gifts	537.25	316.54
6390 United Way Grant		711.62
<b>Total 6300 Restricted Fund Spending</b>	<b>5,996.90</b>	<b>1,028.16</b>
6410 Advertisement		57.00
6415 Bank fees	95.00	
6420 Custodial supplies	212.08	
6425 Discretionary Fund		41.93
6430 Insurance		
Ins - Workman's Comp		942.44
<b>Total 6430 Insurance</b>		<b>942.44</b>
6435 Interest Expense	0.54	
6445 Library supplies	169.50	
6450 Postage	68.31	
6455 Processing Fee	102.25	29.31
6460 Personal Protection Supplies	18.98	
6470 Services	270.00	240.00
Argentieries	24.00	24.00
Attorney	225.00	550.00
Bookkeeper	675.00	1,200.00
Computer Tech	129.00	
Copier Acme	334.79	285.95
Hotspots	307.90	197.40
Water Softener	41.50	
<b>Total 6470 Services</b>	<b>2,007.19</b>	<b>2,497.35</b>
6480 Train/conference	85.00	
6485 Travel	1,223.73	

# Cuba Circulating Library Association

## Statement of Activity

December 2023

	TOTAL	
	DEC 2023	DEC 2022 (PY)
6490 Utilities		
Electric	311.94	
Extended Broadband	450.00	450.00
Fuel	283.00	435.00
Phone	255.54	
<b>Total 6490 Utilities</b>	<b>1,300.48</b>	<b>885.00</b>
7010 Depreciation		29,612.77
<b>Total Expenditures</b>	<b>\$28,666.66</b>	<b>\$48,694.35</b>
NET OPERATING REVENUE	<b>\$ -11,784.46</b>	<b>\$ -87,799.76</b>
Other Expenditures		
Anniversary (Net)		
Anniversary Expenses		250.59
<b>Total Anniversary (Net)</b>		<b>250.59</b>
Children's Area Remodel (Net)		
Children's Area Remodel Donations	-3,800.00	-21,734.53
Children's Area Remodel Expenses		-17,621.76
<b>Total Children's Area Remodel (Net)</b>	<b>-3,800.00</b>	<b>-39,356.29</b>
<b>Total Other Expenditures</b>	<b>\$ -3,800.00</b>	<b>\$ -39,105.70</b>
NET OTHER REVENUE	<b>\$3,800.00</b>	<b>\$39,105.70</b>
NET REVENUE	<b>\$ -7,984.46</b>	<b>\$ -48,694.06</b>

# Cuba Circulating Library Association

## Statement of Financial Position

As of December 31, 2023

	TOTAL	
	AS OF DEC 31, 2023	AS OF DEC 31, 2022 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
1020 Five Star	5,442.47	196,497.63
1090 Savings	206,263.75	368.92
<b>Total Bank Accounts</b>	<b>\$211,706.22</b>	<b>\$196,866.55</b>
Accounts Receivable		
1500 Bequest receivable	0.00	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>	<b>\$0.00</b>
Other Current Assets		
1300 Investments - cash	0.00	0.00
1303 Endowment Investment	0.00	0.00
American Balanced A	30,565.42	36,939.34
American Cap Inc Builder A	96,254.95	108,182.99
American Cap World Growth & Inc	63,618.59	73,009.17
American Fundamental Inv A	48,865.69	53,285.69
American Funds Mortgage A	20,482.97	30,258.54
American Global Balanced A	89,041.75	112,914.35
American Inc Fd of America A	91,365.92	112,061.79
American Intm Bd Fd of Amer A	16,783.37	21,995.30
American Inv Co of Amer A	22,189.53	27,046.80
American Short-Term Bond A	20,355.61	29,744.38
American WA Mutual A	96,086.20	113,490.02
Cash, BDP, and Money Market Fds	1,796.08	6,656.48
Savings	45,838.22	
Stocks	846.48	919.71
Unrealized Gain/Loss	79,911.19	70,314.33

# Cuba Circulating Library Association

## Statement of Financial Position

As of December 31, 2023

	TOTAL	
	AS OF DEC 31, 2023	AS OF DEC 31, 2022 (PY)
<b>Total 1303 Endowment Investment</b>	<b>724,001.97</b>	<b>796,818.89</b>
1305 Anonymous Investment	0.00	0.00
American Balanced A	0.00	0.00
American Cap Inc Builder	0.00	0.00
American Cap World Growth & Inc	0.00	0.00
American Fundamental Inv A	0.00	0.00
American Funds Mortgage A	0.00	0.00
American Global Balanced A	0.00	0.00
American Inc Fd of America A	0.00	0.00
American Intm Bd Fd of Amer A	0.00	0.00
American Inv Co of Amer A	0.00	0.00
American Short-Term Bond A	0.00	0.00
American WA Mutual A	0.00	0.00
Cash, BDP, and Money Market Fds	0.00	0.00
Unrealized Gain/Loss	0.00	0.00
<b>Total 1305 Anonymous Investment</b>	<b>0.00</b>	<b>0.00</b>
1306 Adams Mem Book Fund Investment	0.00	0.00
American Cap Inc Builder A	6,156.27	5,909.14
American Inc Fd of America A	6,941.09	6,673.56
Cash, BDP, and Money Market Fds	-94.88	0.66
Unrealized Gain/Loss	1,684.24	1,071.58
<b>Total 1306 Adams Mem Book Fund Investment</b>	<b>14,686.72</b>	<b>13,654.94</b>
1400 Prepaid Fee	0.00	0.00
Repayment		
Christmas Gift Card	0.00	
Travel Reimbursement	0.00	0.00
<b>Total Repayment</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Current Assets</b>	<b>\$738,688.69</b>	<b>\$810,473.83</b>
<b>Total Current Assets</b>	<b>\$950,394.91</b>	<b>\$1,007,340.38</b>
Fixed Assets		
1520 Building and equipment	772,387.53	772,387.53
Elevator Replacement	41,645.00	41,645.00
<b>Total 1520 Building and equipment</b>	<b>814,032.53</b>	<b>814,032.53</b>
1525 A/D Building and equipment	-481,329.47	-481,329.47
1526 Capital Improvement	0.00	0.00
1530 Furniture and Fixtures	117,419.00	117,419.00
1535 A/D Furniture and Fixtures	-110,752.20	-110,752.20
Land	46,763.00	46,763.00
<b>Total Fixed Assets</b>	<b>\$386,132.86</b>	<b>\$386,132.86</b>

# Cuba Circulating Library Association

## Statement of Financial Position

As of December 31, 2023

	TOTAL	
	AS OF DEC 31, 2023	AS OF DEC 31, 2022 (PY)
Other Assets		
1000 Friends Cash	0.00	0.00
<b>Total Other Assets</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$1,336,527.77</b>	<b>\$1,393,473.24</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
2001 Accounts Payable	0.00	3,007.16
<b>Total Accounts Payable</b>	<b>\$0.00</b>	<b>\$3,007.16</b>
Credit Cards		
5662 Bank Of America	0.00	0.00
<b>Total Credit Cards</b>	<b>\$0.00</b>	<b>\$0.00</b>
Other Current Liabilities		
2100 Payroll Liabilities	0.00	0.00
American Funds	0.00	353.82
Federal Taxes (941/944)	1,583.55	1,227.93
NYS Employment Taxes	68.53	168.31
NYS Income Tax	305.96	701.30
NYS Taxes	0.00	0.00
Payroll Liability	0.00	0.00
Payroll Tax Federal	0.00	0.00
<b>Total 2100 Payroll Liabilities</b>	<b>1,958.04</b>	<b>2,451.36</b>
Direct Deposit Payable	0.00	0.00
PPE Currant Liability	0.00	0.00
<b>Total Other Current Liabilities</b>	<b>\$1,958.04</b>	<b>\$2,451.36</b>
<b>Total Current Liabilities</b>	<b>\$1,958.04</b>	<b>\$5,458.52</b>
<b>Total Liabilities</b>	<b>\$1,958.04</b>	<b>\$5,458.52</b>
Equity		
3000 Opening Bal Equity	0.00	0.00
3500 Unrealized Gain/Loss on Inv	10,159.15	0.00
3550 Realized Gain/Loss Equity	44,573.71	0.00
3800 Restricted Fund	16,600.07	19,302.57
3900 Fund Balance	1,043,849.15	1,372,438.39
Net Revenue	219,387.65	-3,726.24
<b>Total Equity</b>	<b>\$1,334,569.73</b>	<b>\$1,388,014.72</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,336,527.77</b>	<b>\$1,393,473.24</b>

**A summary of letters written to the library and the library board regarding the recent book challenge that was brought before the board.**

Jessica Anderson, writing as an ally to the LGBTQ+ community, stresses the importance of leaving books where they can be found by their intended audience.

Karen Ash writes in support of the library, stating that any form of censorship is antithetical to the library's mission statement as well as the ALA's Freedom to Read statement. She feels that any parent concerned about minor children having access to material deemed inappropriate should accompany their child to the library.

Patricia Ash, in her support of the library, showed how some things brought up by the challengers were done without context, thus misleading the audience. She stated that moving books to areas where teens are not able to easily find what they are looking for can be demeaning and confusing for the teens and may force them to use less appropriate sources for information. She points out that the book "This is Gay" sat quietly on the shelves for eight years, being checked out approximately 3.1 times per year, neither disturbing younger nor older patrons until the current controversy.

Erika Bauer, the mother of an LGBTQ+ youth, states the library is a public place meant to accommodate all people and certain individuals do not have the right to impose their morals on others. She states that as supportive as she is to her child, being straight herself means she can't always relate to their circumstances and she very much appreciates the access to information that the library can provide to her child.

Wendell and Priscilla Brown, parents of a son who is gay, expressed their strong support of the library and keeping books available where they belong and are advocates of letting kids figure things out on their own.

Wendell Brown writes on behalf of all the patrons who want to have books available to learn and understand about our world and supports the Cuba Library Board keeping a diversity of books available. He implores the library to resist efforts to remove books targeted to the LGBTQ+ community as young people need information on the diversity of human sexuality. He describes a personal anecdote in that he was diagnosed with a genetic condition that places him in the LGBTQ+ community. Where did he get the lifelong knowledge to live with this condition? His local public library, in 1963.

Heather Champion grew up in Cuba and applauds the library for standing up to censorship, for supporting LGBTQ+, racial, and ethnic experiences through the books they provide, and encourages the library to continue to preserve its integrity by never bowing to censorship.

Meredith Chilson, a retired English teacher, shares how she herself learned about the world outside of Allegany County by reading books borrowed from her public library, and states that

the public library needs to be a place where one is not judged, ostracized or penalized from reading topics about which they wonder.

Diane Cox references the burning of books and Hitler in expressing her opinion on protecting peoples' freedom of speech and condemning book banning. She strongly urges the board to refuse the request to ban any library books.

William Cox also referenced Nazi Germany and shared that the library should be a place of learning and exploration, and not a place where only one side of the story is told.

Lynette Decker lends her support to the Cuba Circulating Library and asserts that parents abdicate their responsibility by expecting library personnel to "police" their children and sometimes a book is not just a book; sometimes it is a much needed means of communication for a child. She offers to assist the library in any way.

Edward DeLorme, a Florida resident, commended our library on not backing down to book banners.

Briar Deschler talked of certain organizations trying to control a public place of education and of the importance in providing books that resonate with teens and that those books not be relegated to the adult section.

Brittany Deschler shares how terrifying it has been for her and her husband raising a gay teenage son. She feels there is nothing more crucial than to provide a safe place as well as safe and accurate materials to these teens who may want to privately learn about themselves. She asks that we please keep our library, and by extension all libraries free places of information.

LuAnn Di Paglia describes herself as a concerned citizen who claims to have never seen a time in our country where so many people were interested in what other people are reading and felt they had a right to tell others what they should read. She supports the right for local libraries to carry books that broaden our minds and perceptions.

Connie Doyle writes that growing up, the Cuba Library was her safe space and she wants it to continue to be a safe space for young people. She laments that if libraries are forced to hide information on topics like sexuality, young people may only get information from uninformed sources, including possibly from their parents.

Judith Enders feels offended that the little town of Cuba would place such obscene material at the fingertips of all our youth to pick up and look at, whether intentional or not. She asks the board to give thoughtful consideration of moving the offensive books from the Young Adult to the Adult section.

Keli Fancher feels that the issue at hand is more about the explicit and obscene material available in the YA section of the library rather than an LGBTQ+ issue and feels any explicit

books should be moved out of the teen section. She states a search was made to find non-LGBTQ+ material in the YA section that had the same level of sexual content as the LGBTQ+ books that were objected to and that none were found in the library. She shared that she is always available for continued discourse without anger or animosity.

Sue Feldbauer describes herself as a nurse who has seen first hand the detriment that can be caused when people are feeling isolated and alone. She feels that creating obstacles to information (censorship through moving a book to a new location), particularly for marginalized populations such as the LGBTQ+ community, is reckless and unethical.

Lynn Fulmer stressed how a library has books for everyone and that not everyone likes the same type of book and that all should be able to select what they like and disregard what they don't. Books get placed where they belong based on evaluations by experts, which includes library personnel, publishers, and professional resources and this should not be influenced by an outside group or individual. She also questioned whether this incident was actually caused by finding the book accidentally or a more organized set up.

Linda Gammons urges the library to remove sexually explicit material from the teen section. She notes that NYS penal Law considers it a Class C felony to disseminate sexually explicit material to a minor and that our library should be ashamed to be labeled as a library that stands for the sexualization of minors.

Laurie Graziano writes to express her support to the library staff and board. She states that free and equal access to information and knowledge is a First Amendment right and libraries must resist the growing demands to bend to the ideologies or opinions of certain groups or individuals, whether political, religious, or otherwise.

Ann Gross believes that the YA books that have recently come under fire should remain on the library shelves so young people can obtain accurate information. Parents should also be vigilant about what their own children are reading.

Jane Gram is saddened at the recent attempts to censor what is available to library patrons. She felt the challenges suggest the protestors want to negate the LGBTQ+ community and deprive them of library materials that address their needs. She quotes (in her letter) and wholeheartedly supports the position of the American Library Association Freedom to Read statement.

Gail Guilfoil urged the library to make decisions for all members of our YA community as quite often youth are seeking answers to questions they may be too embarrassed to ask in fear of ridicule or rejection. Shelving information written for youth in the adult section would further indicate that the knowledge being sought is somehow "wrong." She trusts the board to make decisions that are inclusive to our youth seeking information



Susan and Kim Hillman question the motivation of the protesters since they say the issue is not an LGBTQ+ one, but their actions speak otherwise. They feel moving books from an area for which they were intended is a form of censorship and is wrong and dangerous and could eventually lead to banning altogether.

Kathleen Jahnke thanked the library staff and board for all they do in support of education. She read the book "This Book is Gay" and found it to be educational without much sexual content and felt that protestors cherry picked a couple of lines to use. She also felt that the protestors displayed a clear discomfort with the idea of same sex relationships. She felt that this was an intentional and targeted effort aimed at a marginalized group. She asked that the library not move or remove books written to support LGBTQ+ youth.

Jacqueline Kelly a resident of Cuba and a Cuba library patron states that when she goes to the library, if she finds a book objectionable to her she simply doesn't check it out. She returns it to the shelf for someone who doesn't find the material offensive. She questions, Isn't that what libraries are for- to provide a wide range of materials for the public? She does not support book banning ever.

James Keough suggested an option for people opposed to certain literature. Present to the director and board 2 titles of their choice, along with 50 signatures, that are comparable to the objectionable book. The library would then examine the books and potentially replace one of them for the book in question. He did caution on making any changes regardless of the amount of opposition.

Joyce Kratts feels that the library is being misleading by saying that people are asking that the book in question be removed when actually they are asking just to have it moved to a different area. She goes on to state that she will never vote to support the vote for library funds again and will pray for souls of the board members and staff who will be judged by God for giving pornographic literature to innocent children.

Marilyn Kurzawa, a retired school administrator, believes public libraries have a responsibility to provide a balanced collection with access to material reflecting diverse ideas through which any side of a question, cause, or movement may be explored, if the material meets the outlined selection criteria. Patrons must be free to choose what they like from the collection, to reject what they do not like, but an individual or small group must not be allowed to restrict the freedom of others.

Marsha Long states that the notion that an individual or group feels they can judge the moral or religious content within the library for the sake of the entire community is incomprehensible. Once books are limited, the institution is not serving the whole community but a faction of it. She follows by saying the Cuba Circulating Library has always followed the Library Bill of Rights as set out by the American Library Association and they clearly strive to serve the entire community.

Olive M. references the burning of books in Nazi Germany and compares it to what is occurring today, calling it pushing an agenda of intolerance. She believes the people challenging the book "This is Gay" claim it is due to it being sexual and pornographic but in actuality are targeting LGBTQ+ literature and books. She feels disheartened that these ideologies of intolerance are still being used to push agendas. She believes education, empathy, and open dialogue are key in dismantling such discriminatory beliefs and promoting a more inclusive community.

Jeremy Martin references his favorite book "A Wrinkle in Time" which during the eighties was removed from the school library at the school he attended, a Wesleyan Christian school. He talked of his difficulty not only in school but in his life as a whole in the environment he was brought up in and how this book helped him to understand that things could be better for him and that he could find "his people" someday. He parallels his personal experience to the LGBTQ+ community and the need for books that speak to you and validate things about you that you cannot change. He goes on to talk how his independent reading as a young person exposed him to a multitude of viewpoints and ideas that he would have otherwise not been aware of due to his insular upbringing. Mr. Martin has donated \$2000 to be earmarked for purchasing young adult books that promote diversity and inclusion as a response to this recent attack on the library and to show his support for these types of books.

Karen Martin and her family are avid Cuba Library users. She states that the library is a safe place for humans of all ages to visit and gain knowledge. Allowing for certain views and ideas of a select few to determine what books are appropriate for all becomes toxic and dangerous. She feels the library does an excellent job in making intelligent and thoughtful choices for ALL who utilize the library.

Meghan McKenna is a former attorney for a city public library system in New York State. She has dealt with similar challenges and states that the First Amendment allows access to even the most unpopular or unexpected material with very few exceptions. Homosexual relationships and intimacy are not topics considered harmful to minors. She feels that when a young person grows up in a small community with little diversity such as Cuba, they especially need to have access to a library to be exposed to ideas they might not otherwise encounter.

Melanie Miller is the director of the Alfred Public Library who recently went through a similar experience with a book challenge. She praised Tina for being a mentor to her and helping her through many library issues. She also commended the board for the work they are doing in supporting the freedom to read. She felt that there is a misunderstanding by some on the role of parents and the role of the librarian. Libraries are there to provide information. It is the parent's role to determine what is appropriate for their child to read.

Michael Miller stressed that he fully supports the library's role to provide material that the staff deemed appropriate. Books should be made available to the audience they are intended for and if certain individuals find any material that is personally controversial they can simply avoid those titles. He felt that this call for censorship is a call to undermine the goals of the Cuba Free Library, free speech, and the basic principles of democracy.

Lois Nease writes to express deep concern about the movement in the town to remove a book from the shelf at the public library. She states that youth are inundated daily with inappropriate content and messaging, particularly through their cell phones and a more appropriate response to this exposure is to open a dialogue with youth. She goes on to say our country was founded on many freedoms and it is important for our community and society, and quite frankly, our success as a democracy, to understand what makes us different and more importantly what makes us similar. She trusts the board to make the best decision for the community.

Steven Nease, as a career public servant, understands that not every decision made will be accepted by all but that a decision must be based on what benefits the majority. Many have lost their lives to defend the freedoms that we enjoy and when one group or individual tries to inflict their views on others, that freedom is threatened. He encourages the library to keep the disputed book on the shelves, giving people the opportunity to read, educate themselves and enhance their knowledge.

Michael Nenno is shocked that there are people who think they should control what everyone should be able to read at our public library. People should control what they want their own children to read, not control everyone's choice in literature.

Evelyn Niver is a teacher who sees so many teen students who need guidance, who need to read about others like themselves, and who just want to learn by reading for enjoyment. She asks the library to please not give in to those who want to take this backward step of moving or removing a book for teens due to their own biases.

Rise Peacock writes to support the Cuba Circulating Library's decision to retain the book "This is Gay" by Juno Dawson. She states that it is an empirical fact that adolescents and young adults will inevitably explore their sexuality, whether or not they have access to educational information, thus it is essential for libraries to take a proactive stance by providing resources that offer accurate and responsible information about sexual orientation and gender identity.

Steven Raub writes, "We do not support the banning/censoring of the book entitled "This Book is Gay" or any other books from the Cuba Circulating Library."

Janet Rhodes stated that if parents have questions regarding what their own children are borrowing from the library, they should come with their children to help pick age appropriate materials, but they should have no say over what other children choose.

Jeanine Rose, a mental health counselor, thanks the library staff and board for carefully considering the appropriateness of each resource in the library. She states that access to vital material that caters to high-risk populations can be life saving, that the privacy the library provides for people in need of this type of resource is special, and these resources should not be interfered with by creating barriers for people to access them.

Martha Sabato thanks the board of trustees, director Tina Dalton, and library staff for reminding the community the vital role libraries play in providing access to books, ideas, and opportunities, even under the most challenging situations. She applauded the library's effort to hear the issues as voiced by the community in attendance at last month's board meeting.

Blair Schmelzer grew up in Cuba and Belmont and believes that the opportunity to broaden exposure to diverse cultures and lifestyles is something the area should strive for. The library and the information/materials it provides should not be beholden to any religious dogmas or pressure for censorship as it is a constitutional protection.

Chassagne Shaffer brought up three points: she felt that one parent who spoke up in defense of the challenged book pointed out that she would be upset if the passages shared were read to her child thus concluding that the parent actually did object to the book. Secondly, she took issue with a speaker saying that they were offended by the Holocaust, saying that any graphic detail about the Holocaust would only be found in adult books. Thirdly, she disputed the comparison of passages from the Bible saying that the passages read at the board meeting were factual and that the people in the Bible were condemned for what they did. She felt the book in question contained adult information and that any book, homosexual or heterosexual with similar text, belongs in the adult section of the library.

Ruth Shear shares that she supports any parent's right to control what their child reads, but not what other children read. She goes on to say that parenting is a tough job and that accompanying your child to the library to limit their reading material will be one of the most enjoyable parts of that job. It is the mission of the library to provide a full range of information, not to withhold it.

Anna Spiller wishes to express how sorry she is for everything the library had been through, respects our position and the turmoil it has caused. She took the time to read "This Book is Gay" and admits it took her by surprise and doesn't agree with young teens reading a lot of what is in the book, but acknowledges that not all of the population thinks like her and it is not her place to tell them they are wrong for not agreeing with her. She feels, though, that due to the graphic and adult themes found in portions of the book this merits it being moved to the adult section.

Emily Thomsett asks that the library keep the challenged book accessible to its targeted audience, teens. She disagrees that the book is pornographic and argues that it is informative with a heavy emphasis on safety and consent. She feels that it is important for the library to provide accurate and discrete information about sex particularly for the LGBTQ+ population who are a vulnerable group.

Lance Tronetti talks about being raised in a Christian household and how hateful Christian love can be. He was taught to hate the gay community but after meeting people from the LGBTQ+ population in his professional career he realized that what he was taught was wrong. He

referenced pieces of LGBTQ+ history and how ignorance is rearing its ugly head once again. He feels that until churches pay taxes they should keep their ideologies out of public institutions.

Paul Tsujimoto believes the effort from the book challengers, rather than coming from a few religious and righteous members of Cuba concerned for the safety of their children, it is actually part of a larger effort by national groups with the intent to purge LGBTQ+ books from all libraries. He references historical efforts to do similar things in our country such as, the treatment of indigenous peoples, slavery, reconstruction, and the internment of Japanese-Americans. He goes on to share how 30 years ago, he, a person of color, and his wife, in an interracial marriage chose to come to Cuba to live because it was a welcoming, tolerant, and progressive town and village. It allowed he and his wife to be the best versions of themselves and contribute to the overall wellbeing of the community. He would like that grace for all community members to continue especially with respect to the LGBTQ+ population.

Sandy Tsujimoto reflects on her 38 year teaching career in which she worked with students of every age, including college age. She found that some children at all those ages struggle with their identity and that their home doesn't always give them the love and respect they deserve. She had conversations with some of her past students on the idea of moving a book such as "This is Gay" to the adult section. The consensus was that the book belongs in the teen section as it was written for teens. Some wished they had had a similar resource when they were younger due to the isolation they felt and the bullying they endured. She believes the library can offer a myriad of books to help appreciate differences and she is willing to do what it takes to promote inclusiveness in the community.

Ashley Ward appreciates how well the board conducted themselves during what felt like a difficult and dividing subject at the previous board meeting and appreciates the professionalism. After some research she found that there were no bibles available for check out directly on the premises of the Cuba Library and that this was not the case at other local libraries. She understands that she does not have to approve of every book in a library and that variety should be available to all the public but she feels that some content less suitable for younger audiences should be moved to the adult section.

Annette White urges the library to stand firm in the face of book banning that seems to be happening all over the country. This is a first amendment violation demanded by the same folks who scream to protect their 2nd amendment rights. She opposes firearms and rhetorically asks if she is entitled to ask that all books on guns and hunting be removed. Her point is that no one should dictate what another person is allowed to read.

John White commends the board for doing an excellent job preparing for and mediating the meeting to hear public comment regardingn books in the library. He encourages the board to resist the efforts by some community members to censor options that young adults might investigate in the library. He realizes that if the board does not honor this group's request they may complain but they cannot complain about the process used by the board.

Bonnie Whittaker begins by thanking the board members for allowing the public to share their hearts and thoughts at the last board meeting. She is a long time Cuba Library patron and teacher at Cuba Rushford Elementary, now retired. She was appalled to see the graphic words and images found in "This Book is Gay". She is opposed to any sexually graphic material being physically present in the youth area. For her it is a desire to preserve the innocent nature of childhood. She felt that some at the meeting were pushing the issue as an LGBTQ+ and book banning issue but that that was a misinterpretation of what was actually being requested. She felt the whole issue was to be sure that young people are not exposed to any sexually explicit material in the library in order to preserve the innocence of children.

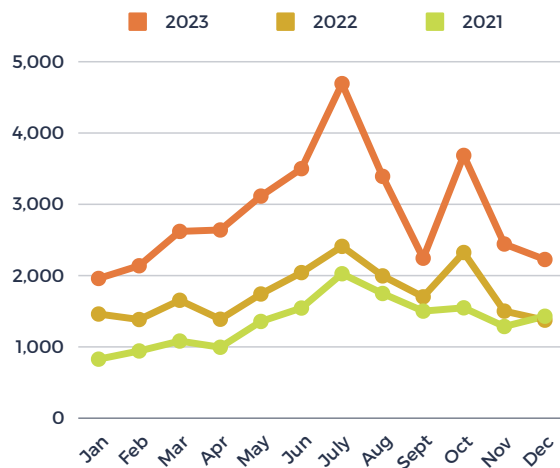
Mark Williamson believes books for teens should stay right where they belong, in the teen section. He read the book being challenged and found it to be informative and a bit graphic, nevertheless it should stay in its intended spot.

# Cuba Circulating Library

## DECEMBER 2023 DIRECTOR'S REPORT



### Patron Visits



### PATRON NUMBERS

For the month of December 2023, we had a total of **2226** patron visits. We entered **12** new library cards. Over all, patron visits were up from last year, but down from the previous month.

35	456	6	58
Onsite Programs	Programs Attendees	Outreach Visits	Outreach Attendees

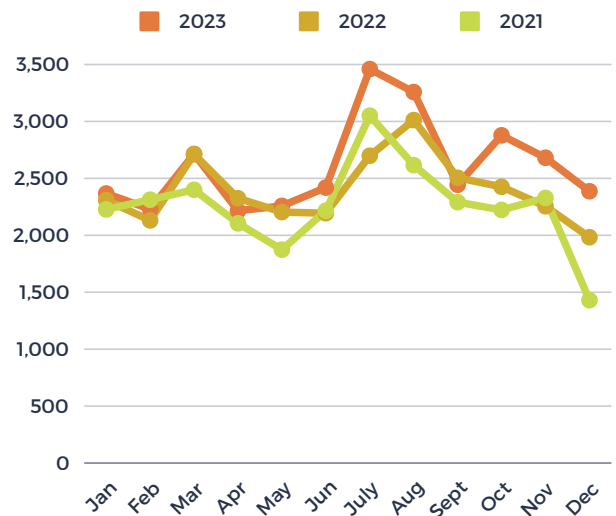
### CHECKOUTS

Our checkout numbers for this month fell to **2,367**. These numbers are up over the previous two years, but down from the previous month. We always see a drop in circulation at this time of year as the people get busy with the holiday season.

### PARTNERSHIPS

In December we hosted an afternoon art class for a high school class from Elm street. The six students in the class painted wooden ornaments of foxes and owls. The teens had lots of fun! We plan to make this a monthly outreach event.

### Circulation



**2367**

Items checked out

**?**

eBooks checked out

**78**

Public computer  
sessions

**281**

Holds filled

**912**

Visits to website

### Storytimes

Both the Preschool Storytime and Toddler Storytime had 3 storytimes in December. Afterschool Explorers met 3 times. Themes for all of these groups included Gingerbread Men and two Christmas storytimes. The Afterschool Explorers also had a visit from Cornell Cooperative Extension's SNAP educator. She talked about balanced meals and we made veggie wraps. All the kids tried at least one different ingredient. She will visit at least once more, possibly more. All groups are full or nearly full. Attendance does fluctuate a little as it's cold/flu season.

### Teens/Tweens

We took a break from reading *The View From Saturday* by E.L. Konigsburg to focus on preparing for their Christmas play based on Dr. Seuss' *How the Grinch Stole Christmas*. On December 19th, we put on the show for approximately 25 parents/family members. Everyone thought it was really great and the kids loved doing it.

I joined the sixth grade book club at CRCS 3 times this month. I had the opportunity to read at one of the sessions and manage the discussion.

The high school book club met to discuss the second half of our first book together. They really enjoyed it. In January, we are reading *A Good Girl's Guide to Murder* by Holly Jackson.

Teen D&D met for their last session. The Teens had a Pizza Taste Test Party. The results were inconclusive but everyone had fun.

### Outreach

I had 2 CRCS class visits, one here and one at the school.

### Other

Leadership Allegany met twice, once for a curriculum session and once at Jones Memorial for our Healthcare Industry Day. We meet once in January before our final presentations and graduation. Our final presentations will be on Thursday, January 25th at 8:30 am at the Palmer. *Any board members interested are welcome to attend.*

### Upcoming Youth Programs

Storytimes resume 1/9.

1/17 International Snackers (teen program)

1/27 I'm Turning Five (Birthday Club for kids turning 5 to get their library card)

1/30 Afternoon Movie (kids)

## Upcoming Adult Programs

- Tues, Jan. 9 @ 6:30 p.m. -- Unclaimed Funds by State Comptroller
- Wed, Jan. 10 @ 10:00 a.m.-- Snowman Globe Craft
- Wed, Jan. 24 @ 11:00 a.m. -- Managing Money for Caregivers
- Wed, Jan. 24 @ 6:00 p.m. -- All About Autism by WNY Parent Network
- Tues, Jan. 30 @ 6:30 p.m. -- Pocket Vinyl piano & live painting performance



## Challenge to Library Materials Policy

**Mission:** Cuba Circulating Library is dedicated to free and equal access to information, knowledge, and learning. We strive to nurture a lifelong love of reading, discovery, and engagement among our diverse community through our collections, programs, and physical and virtual spaces.

**Purpose:** It is an essential role of the public library to make all materials freely available to all community members. This can mean that the views expressed in a library material conflict with a community member's beliefs or perspectives. Having a policy to guide library employees, volunteers, and trustees in dealing with community challenges to a material ensures each complaint is dealt with fairly and every person in the library knows how to proceed.

Cuba Circulating Library supports all members of its community by collecting materials representing all viewpoints considering the Library's Collection Management Policy. However, it is not the role of the Library to advocate for or endorse any particular idea, opinion, or point of view; nor will the Library or any of its employees, volunteers, or trustees act *in loco parentis* (as a parent to library patron – either adult or minor).

**Policy:** The Board of Trustees recognizes the importance of providing a procedure whereby opinions from the community regarding materials selected can be voiced. A request for reconsideration must be made in writing on forms provided by the Library. These forms are available upon request from the circulation desk and upon completion, should be delivered to the circulation desk, or mailed to the Library in care of the Library Director. Requests for reconsideration may only be filed by Southern Tier Library System cardholders in good standing who are residents of Cuba Rushford School District. The Library will not process requests, and the Library Board will not hear reconsideration requests from individuals who live outside the Cuba Rushford School District. A patron may submit no more than three (3) challenges per calendar year. The Library Board places a limit on challenges to library materials. The Library will only process a challenge form once every 36 months (3 years) for a specific title considering all material formats (format examples: book, eBook, audiobook, large print book, movie, or musical tracks).

Upon receipt of the signed form, the Library Director will notify the Library Board that a form has been received and review the information provided in the form to determine if the reconsideration request requires further review. For the duration of this process, the material in question will remain in circulation in the library's collection.

Should the Library Director determine further review is required, a committee will be convened with members of the Library Board and/or library employees.

The Library Director will inform the community member of the committee's determination in writing sent via U.S. mail.

Should the patron wish to appeal the determination, they may write to the president of the Board of Trustees stating their arguments for overturning the decision. The Board will make a decision regarding the appeal letter and inform the community member of the decision in writing through U.S. mail.

Any further appeal must be made to the Commissioner of Education in Albany, N.Y.

***Adopted by the Cuba Circulating Library Board of Trustees 01/08/2024***

## Request for Reconsideration of Library Materials Form

### Introduction:

This form is in reference to the Challenge to Library Materials Policy and should be made available to any resident who would like the library to remove an item from the collection. Requests for Reconsideration may only be filed by residents of the Cuba-Rushford School District. The Library will not process requests, and the Library Board will not hear reconsideration requests from individuals who live outside the Library's services area.

Please fill out following form completely and return to: **Library Director, Cuba Circulating Library, 39 E. Main St., Cuba, NY 14727**

Name: \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail \_\_\_\_\_

Do you represent yourself? \_\_\_\_\_ An Organization? \_\_\_\_\_

Resource on which you are commenting:

Book \_\_\_\_ Video/DVD \_\_\_\_ Audiobook \_\_\_\_ Multi-media Kit \_\_\_\_ e-Book \_\_\_\_ Electronic  
information/network (please specify) \_\_\_\_\_ Other (please specify) \_\_\_\_\_

Title: \_\_\_\_\_

Author/Producer: \_\_\_\_\_

Library owning this title: \_\_\_\_\_

What brought this title to your attention?

\_\_\_\_\_

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Did you read, view, or listen to the entire work? If no, what parts?

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What do you believe is the theme of this title?

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What specifically concerns you about this title? Please cite pages, scenes, items, etc.

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Are there, in your judgment, any positive elements in this title? Please describe:

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Will you share any reviews of this title that support your point of view? \_\_\_\_\_

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Are there resources you suggest to provide additional information and/or other viewpoints on this topic?

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Signature: \_\_\_\_\_

\*\*\*\*\*Library Use Only\*\*\*\*\*

Reconsideration action:

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Date request received: \_\_\_\_\_

Findings of Reconsideration Committee: \_\_\_\_\_

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Date response sent to patron: \_\_\_\_\_

***Adopted by the Cuba Circulating Library Board of Trustees 01/08/2024***

## Statements of Concern Report

At our Dec. 10 board meeting, three more Statements of Concern were submitted. For the purposes of patron privacy, I will refer to the patrons who submitted the forms as Patrons A, B, and C.

- Patron A submitted a form for “This Book is Gay” by Juno Dawson” citing sexually explicit content as the material they object to. This form was submitted by the same patron who submitted the initial Statement of Concern against the book on Nov. 18. Patron A again requested that the book be moved from the Young Adult area to the Adult area.
- Patron B submitted a form for “You’re in the Wrong Bathroom” by Laura Erickson-Schroth and Laura A. Jacobs citing explicit content as the material they object to. The Patron requested the book be moved from the Young Adult area to the Adult area of the library.
- Patron C submitted a form for “What’s the T” by Juno Dawson citing sexually material aimed at minors as the content they object to. Patron C did not complete the form. The question asking what they wanted the librarian to do with the material was left blank.

I read and reviewed “This Book is Gay.” I also reviewed our Collection Development policy in consideration of this book and found it met the criteria as laid out in this policy. I made the decision to retain this book in the Young Adult collection.

I also read and reviewed “You’re in the Wrong Bathroom.” In re-considering “You’re in the Wrong Bathroom,” I sought the expertise of STLS executive director Brian Hildreth, Librarian Shauna Comes, and Board Trustee Brad Weaver. After consulting with these colleagues, and in consideration of the Collection Development policy, I made the decision to retain this book in the Young Adult collection.

Library Policy states that in order to submit a Statement of Concern about a book, a person must have a library card. Patron C does not have a library card, therefore I did not process his form. Patron C has been informed of this policy.

Letters were mailed to Patrons A and B on December 30 informing them of my decision.