



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Library Advisory Board Regular Meeting

Tuesday, January 30, 2024

12:00 PM

Ruth Sandvik Conference Room

Join Zoom Meeting

<https://us06web.zoom.us/j/88158522692>

1. Call to Order / Roll Call

2. Approval of Minutes

A. The minutes from the Sept 26, 2023 meeting are presented for review and approval.

3. Amendment and Approval of Meeting Agenda

4. Persons to be Heard Related / Unrelated to Agenda

5. Staff Reports

A. The Director's Report & Program Coordinator's Report are attached for review and discussion.

6. Unfinished Business

7. New Business

A. Annual Election of Officers: It is requested that the Board elected a Chair and Vice Chair.

B. Library Endowments Annual Update: A summary of the current balance and spending amount of the library's endowments held with the Alaska Community Foundation is presented for review and discussion.

C. Donation Acknowledgement: John J. McCabe has made two recent contributions to the Art Education Endowment: 10/31/23 - \$10,000, 1/24/24 - \$10,000.

His contributions to date are \$151,540. It is requested that the Board approve this donation and that the Board Chair sign the attached letter acknowledging the donation.

D. Art Education Endowment Funding Request: \$2,275 is requested from the spendable balance of the Art Education Endowment. The current spendable balance of the fund is \$12,546. The current balance of the fund is \$181,041. The purpose of

the Art Education Endowment Fund (AEE) is to support art education programs for children, teenagers and adults using the Petersburg Public Library. Board members are asked to review the attached guidelines for AEE expenditures. Funds requested will cover a portion of the instructor fees and supplies. If needed, funding from other sources (unrestricted donations, Friends of the Library, class fees) will be used to cover the remainder of the costs:

Rainforest Writers Workshop with Orin Pierson (adult - 3 sessions): \$375

Watercolor Workshop with Pia Reilly (adult - 3 sessions): \$400

Paper Flowers with Kathi Riemer (teen/adult - 3 two class sessions): \$500

Enamel Torching for Two with Ashley Lohr (all ages): \$1000

- E. FY25 Borough Budget Calendar:** The FY25 Borough Budget calendar is attached for review. The draft Library FY25 Budget will be presented at the next Library Board meeting. It is anticipated that wages, utilities, and professional services will see increases in the upcoming budget.

8. Discussion Items

- A. Safety Committee Report:** The Borough Assembly has established a Boroughwide Safety Committee. Kari Petersen represents the library on this committee. Attached is a summary of the library's response to date on the Alaska Public Entity Insurance Safety Review to date as well as other changes and improvements.

- B. Attorney General Letter:** The library received the attached letter from Attorney General Treg Taylor, dated November 16, 2023. The letter was forwarded to the Borough Manager and Borough Attorney for review.

- C. Friends of the Library Updates:** Board Member Barb Fish will report on recent book/puzzle sales, the next book sale on April 6, 2024 that will kick off for National Library week April 7-13, 2024, and the FOPL Annual Meeting that was held Nov 18, 2023. The Friends have donated \$3,000 to the library for Curiosity Creates, the Winter Reading Program and new tables for the Community Room.

- D. Next Meeting:** Tentatively scheduled for Tuesday Feb 27 at noon.

9. Adjourn



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Library Board Regular Meeting

Tuesday, September 26, 2023

12:00 PM

Ruth Sandvik Conference Room

This meeting will be held in person at the library and via Zoom:
<https://us06web.zoom.us/j/89658340758>

1. Call to Order / Roll Call

2. Approval of Minutes

A. The minutes from the May 22, 2023 meeting are presented for review and approval.

The minutes from the May 22, 2023 meeting were approved.

3. Amendment and Approval of Meeting Agenda

The meeting agenda was approved as presented.

4. Persons to be Heard Related / Unrelated to Agenda

Board Chair Menish-Meucci expressed her appreciation for Board members and how much she enjoys serving on the Board.

5. Staff Reports

A. Director's Report

Library Director Alcock read her report into the record, a copy of which is attached and made a permanent part of these minutes.

B. Program Coordinator's Report

Library Director Alcock read Program Coordinator Kari Petersen's report into the record, a copy of which is attached and made a permanent part of these minutes.

C. "Library summer reading programs turned pages for prizes", Petersburg Pilot Sept 7, 2023.

An article about the library's summer programs that appeared in the Petersburg Pilot was reviewed and discussed by Board members.

D. Correspondance received from Gina Uppencamp regarding storytime.

An email received by Manager Giesbrect and Library Director Alcock from Gina Uppencamp praising Program Coordinator Petersen's story times was discussed by Board members.

6. Unfinished Business

A. FY24 Library Budget: The FY24 Budget was approved in May and included changing one of our 12 hour Library Clerk positions into a 24 hour Library Tech 1 position. Beth Loesch, who was working in a temporary Library Tech 1 capacity has filled that position. This expansion will make library operations more durable when unexpected staffing changes occur. This level of cross training in and knowledge of our IT infrasturcture will be extremely beneficial for the long term stability of the library. Spending from the Marine Passenger Fee fund was also approved to offest some janitorial costs. \$14,250 was approved - \$11,250 May-Sept janitorial service, \$2,500 post season carpet & upholstery cleaning, \$500 janitorial supplies.

The approval of the staffing change and Marine Passenger Fee request were discussed.

7. New Business

A. APEI Safety and Human Resources Review : The *APEI Safety and Human Resources Review* requested by the Assembly is attached for Board review and discussion. I met with representatives from APEI during the review process and gleaned many ideas on how to revisit and improve our safety practices at the library. This will be a lengthy process that I expect will extend well into 2024. In 2017 we did a staff initiative using the book "The Blackbelt Librarian". We all read it and, as a result, updated our safety and security practices. We'll be doing this again in the fall with the book "The Safe Library". In addition to that we'll be implementing some of the APEI Safety recommendations.

The APEI Safety and Human Resources Review and the library's current safety pratices were discussed. Library staff will review the recommendations at an upcoming staff meeting. This will launch an overall department safety review. The Board will be kept updated on the progress and input will be sought at upcoming Board meetings.

8. Discussion Items

A. Friends of the Library Updates: The early bird gets the bookworm! A book sale is scheduled for Saturday Oct 7, 11-1pm

Board member Fish provided details about the upcoming book sale on Sat Oct 7.

B. Next Meeting: Tentatively scheduled for Wednesday October 25 at noon.

9. Adjourn

The meeting was adjourned at 1:14pm

DIRECTOR'S REPORT

New online calendar and room booking system: We received notification in September that our meeting room booking system/event calendar software would not be supported beyond the end of 2023. We have selected, set up and launched a new room booking system/event calendar program which we released to the public on Jan 8.

Closed Mondays in January: The library has been closed on Mondays in January because two Mondays were holidays and we are very short-staffed for the remainder of the month. Regular hours will resume February 5.

Annual Inventory Closure: We'll be closed for inventory Monday March 4 – Thursday March 7.

Library Plants: Thank you to Beverly Richardson, the library's long time plant volunteer. For over a decade she has devoted countless hours to creating an extraordinary plant filled space at the library. She has now stepped away from her role and Julianne Thompson is taking over basic care of the plants.

Maintenance: The library slate floors were cleaned and recoated in January.

Libraries in Community Systems (LICS) Research Project: Our library is part of a group of 17 rural libraries researching the impact of libraries in their community systems (more information at: <https://lincs.nnyln.org/>). LICS is funded in part by the Institute of Museum and Library Services as part of the National Leadership Grants to Libraries program.

Over the next few months, I will be talking to 20-30 people in the community to gather data for the project. I'd like to start by talking to Board members. These are the questions that will guide the conversation:

Tell me about your time living in our community. What do you really enjoy here?

Roughly, how many people do you know in town? Is it more like 5%, 50%, or almost everyone? How close are you to these people?

How do you use your skills and talents to uplift the community?

Do you feel you're able to contribute to community-wide decisions? Why do you think so?

How would you describe your ideal community? What ideas do you have for how the library could help our community be more like that?

PROGRAM COORDINATOR'S REPORT

Programming slowed down slightly in December but for the most part was still going strong.

Auntie's House with Debra O'Gara was a highlight in December. We had 12 volunteers register and donate their time hand sewing and beading 15 Tlingit Christmas stockings, one for each patient in Long Term Care. Debra and others also donated treats to fill the stockings. Jeanett Ness delivered the stockings to LTC.



Another highlight was the **Jingle Mingle at Sandy Beach**. This event was a holiday celebration led by Parks & Rec that involved many other Borough departments and volunteers. Power and Light lit up Sandy Beach and the harbor department delivered Santa via skiff. Santa was in Shelter #1 where kids could sit on his lap and tell him what they would like. There were cookies and hot cider, and kids could make smores with police officers. There were bonfires on the beach tended by the Volunteer Fire Department. There were holiday games for kids and the library had sensory tables (one sand table and one rice table) in front of the fire where Sarah Hanson Hofstetter sang Christmas carols. The weather was great, the event was a success, and they hope to do it again next year. My favorite comment of the evening was a surprised parent who said, "Who knew that a pile of sand would be the most popular activity at a Santa event?!" (Sensory play helps young children calm themselves and self-regulate in over-stimulating environments. I use it at all my story times to help reluctant kids socialize, and active kids contain themselves.) It was a wonderful experience as many of the children who attend the library's story times, past and present, enjoyed the sensory tables and a visit with library staff at the festive event.



We have some newer programs that started this fall that are developing a strong following, **Yogi's Playground with Ms. Barb**, **Gaming Tournaments with Gus Petersen and Keston Lyons**, and **Ashley Lohr's enameling classes**. Some older favorites like **Curiosity Creates**, **Yoga with Karen Malcom** and **Robotics for Kids** are also being offered.

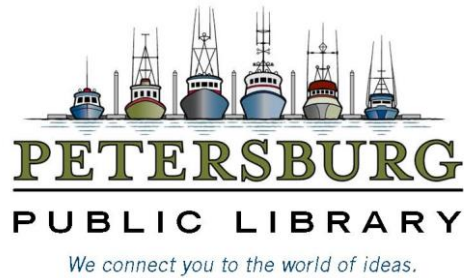
In January the library hosted **Creating a Community-Based Landslide Warning System**, a Petersburg Science Series talk & workshop by Lisa Busch of the Sitka Sound Science Center about the steps Sitka took to set up an advance warning system for landslides and outlining the basic science of landslides. About 50 people attended. Petersburg Science Series is a collaboration between the Petersburg Marine Mammal Center, Sea Grant Alaska Marine Advisory Program, and the Petersburg Public Library.

We are looking forward to the **Build a Better World Winter Reading Challenge** in February, and plan to do outreach to all the schools to strengthen participation. The program is sponsored by the Friends.

LIBRARY ENDOWMENTS – ANNUAL UPDATE		
	Balance	Spendable Amount
General Library Endowment*	\$ 183,079	\$ 20,630
Art Education Endowment**	\$ 181,041	\$ 12,546
TOTAL ENDOWED FUNDS	\$ 364,120	\$ 33,176

**The Library Endowment Fund was established in 2007 to hold funds for the construction of a new library. With that goal reached, the fund now provides a stable, ongoing funding source to improve and expand the programs and services provided by the library in our new facility. The fund is held and managed by the Alaska Community Foundation. Gifts of \$100 or more can be acknowledged on the library's Fishing Wall. The fund accepts cash donations as well as bequeathed retirement plans, life insurance policy, other financial or investment accounts.*

***The Art Education Endowment was established in 2012 by Petersburg resident John McCabe. The fund provides financial assistance to the library that will be spent exclusively on art and cultural programs. The annual interest earnings will provide a stable, ongoing funding source to enhance arts programming at the library.*



Jan 30, 2024

John -

Thank you so much for your recent contributions to the Petersburg Library Art Education Endowment:

10/31/23 \$10,000
 1/24/24 \$10,000

Your contributions to date are \$151,540, a detailed list is included here. With this contribution the balance of the fund is \$191,041.

Over the last decade your endowment has transformed art education programming at the library. We are now able to offer a full slate of arts programs at the library on a consistent basis. Your remarkable generosity and vision for arts education at the library is extraordinary and will leave an enduring legacy in our community. Thank you so much for your support.

Library Board Chair

J. McCabe - Fund Contributions	
2/28/2012	\$12,040
11/13/2012	\$100
10/11/2013	\$3,000
1/13/2014	\$5,000
2/22/2014	\$100
2/19/2015	\$100
7/20/2015	\$5,000
2/19/2016	\$100
2/12/2017	\$100
6/23/2017	\$10,000
2/12/2018	\$10,000
5/22/2018	\$8,000
3/13/2019	\$8,000
8/9/2019	\$10,000
1/20/2020	\$10,000
6/8/2020	\$10,000
7/28/2020	\$10,000
12/7/2020	\$10,000
3/1/2021	\$5,000
6/24/2021	\$5,000
1/10/2022	\$10,000
10/31/2023	\$10,000
1/24/2024	\$10,000
TOTAL	\$151,540

PO Box 549, Petersburg AK 99833
 Phone - (907)772-3349 Email - library@petersburgak.gov
 www.psglib.org

PETERSBURG PUBLIC LIBRARY ART EDUCATION ENDOWMENT GUIDELINES

The purpose of the Petersburg Public Library Art Education Endowment Fund is to support art education programs for children, teenagers and adults using the Petersburg Public Library. The Art Education Endowment guidelines and a report of the annual distributions is available from the library upon request. The guidelines are posted on the library's website. Funds received by the library from the Art Education Endowment (AEE) must be allocated for art education materials, activities, and programs in generally accepted art domains such as visual arts, writing and performance. The AEE was established by Petersburg resident John J. McCabe in 2012; it is a Donor Designated Fund held and managed by the Alaska Community Foundation.

GENERAL GUIDELINES

- AEE funds may not be used to purchase or maintain general office supplies or equipment.
- Up to fifty percent of the AEE spendable funds received by the Petersburg Public Library can be utilized to fund library personnel who are assigned, with Board approval, specified units of time and salary to implement, coordinate, or conduct art education programs.
- Oversight for disbursements of AEE spendable amounts is provided by the elected Board of the Petersburg Public Library; the guidelines for fund disbursements are noted in this document; the disbursement of spendable funds is independent of the Borough Assembly or other governing bodies.
- It is the responsibility of the Director and the Library Board to ensure that the AEE guidelines are followed, and violations of the guidelines do not occur.
- Per the Alaska Community Foundation (ACF) rules, revisions to the AEE guidelines can only be authorized by John J. McCabe, the AEE founder.

RELEASE OF FUNDS

Procedures for release of funds:

- The Library Director will recommend to the Library Board activities and programs to be funded by the AEE.
- The Library Director will, at a minimum, present to the Board for its approval one AEE activity or program within a two-year period that follows the last Board approved AEE activity or program.
- Board members will receive a printed or electronic copy of the AEE guidelines for review when making decisions regarding AEE funds for an activity or program.

- When funding for an activity or program is approved by the Board, the Library Director will request the ACF to release funds from the AEE spendable balance to the Petersburg Public Library.
- Any AEE funds received by the Library, and not expended for art education materials, activities or programs must be reinvested in the AEE Fund.

FUND INTEGRITY

If the Petersburg Public Library Board and/or the Petersburg Public Library is dissolved, or terminated, by the Petersburg Borough, the following criteria below must be followed:


- The Alaska State Librarian will decide which library will be awarded the AEE Fund.
- The Alaska State Librarian is not required to consult, or have approval, of the ACF in decisions related to the dissolution, or termination, of the Petersburg Library Board, or any successor Library Boards.
- The Alaska State Librarian is authorized to decide whether the Petersburg Library Board has been dissolved, or terminated, using the criteria listed in the section of this document titled: Dissolution/Termination of the Petersburg Public Library.
- The Alaska State Librarian will use the following guidelines when selecting an Alaskan public library to award the AEE Fund:
 - A public library in a community of more than 5,000 citizens that is established as an incorporated city or borough in the state of Alaska.
 - Preference given to a public library from Southeast Alaska.
 - If there is not a public library in Southeast Alaska that meets the above AEE selection criteria, the Alaska State Librarian will select an Alaska public library from a community with a population of more than five thousand citizens.
 - Should any successor library awarded the AEE fund be dissolved or terminated the Alaska State Librarian will use the criteria in these guidelines, to award the AEE Fund to a library that meets the selection criteria.
 - The Alaska State Librarian will inform, in writing, the Alaskan public library awarded the AEE Fund, and require this library to submit to the Alaska State Library written notice that this library will accept the AEE Fund and follow the AEE guidelines when administering the fund.
 - After the termination or dissolution of the Petersburg Public Library the Alaska State Librarian will notify the Alaska Community foundation of the name of the Alaska public library that he/she has chosen to become the controlling entity of the former Petersburg Public Library Art Education Endowment Fund.


DISSOLUTION / TERMINATION OF THE PETERSBURG PUBLIC LIBRARY

For the purposes of the AEE Fund the Petersburg Public Library Board (PPLB) is considered to be dissolved or terminated if one or more of the following events occur:

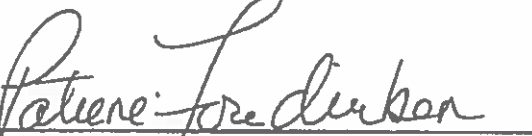
- The PPLB is no longer an elected library board, that is, Borough Library Board members are not voted into office as a result of an official Petersburg Borough public election.
- The Borough government reduces the number of Library Board members below five board members.
- The PPLB has a majority of appointed board members beyond the next Borough public election that allows voters to elect people to the Library Board.
- The PPLB, or the Petersburg Borough Government fails to follow or implement the AEE Fund per the AEE Guidelines.



 John J. McCabe, AEE Fund Founder


 Date


 Marilyn Menish-Meucci, Library Board Chair


 Date


 Patience Frederiksen, Alaska State Library


 Date

Petersburg Borough

FY 2025 Budget Calendar

December 2023	Budget Calendar Emailed to Assembly/Department Heads
January 2, 2024	<ul style="list-style-type: none">• Community Service Grant Questionnaire emailed to Organizations.• Budget Templates emailed out to Department Heads
January 2, 2024– March 15, 2024	<ul style="list-style-type: none">• Department Heads Preparing Budgets;• Assembly emailed Budget Policies.• Assembly work session to discuss future budget ideas/strategies/budget policies/new capital projects if needed.
March 15, 2024	Budget Requests from Department Heads and Community Organizations Due to Borough Manager– Including any Capital Project Budgets
March 18 – 31, 2024	Borough Manager and Finance Director meet with Department Heads to discuss budget requests and develop a proposed budget document for submittal to Assembly.
April 15th, 2024	Draft Proposed Budget submitted to the Assembly.
April 15 th – May 1, 2024	Budget Work Session / Special Meetings scheduled if needed
May 6, 2024 May 20, 2024 June 3, 2024	<ul style="list-style-type: none">• Assembly Meeting - 1st Reading of Budget Ordinance• Assembly Meeting – 2nd Reading of Budget Ordinance• Assembly Meeting – 3rd Reading of Budget Ordinance

Budget must be approved by June 15th

Safety Audit Updates 1/30/23

APEI Recommendations for Library:

- **APEI recommends having two staff on duty at all times to ensure that staff members are not alone in the event of emergency**

This would require a substantial increase to the library budget for additional staffing so is not feasible at this time. It would also require us to close the library if someone called in sick and other staff were on vacation. The Police Department will be relied on more frequently to assist with issues as they arise.
- **Look at installing a panic button at the front desk that directly alerts law enforcement in case of emergencies**

We are in the process of setting up a panic button that the person working the front desk will wear on their person while on duty.
- **Consider providing communication and verbal de-escalation training for staff**

 - Staff met with Chief Kerr on 11/15 for a thorough review of safety concerns and responses.
 - ALICE training has been requested from the Police Department.
 - Three staff members have enrolled in the online class: *Communication is More than Words*.
 - Staff have all been assigned three books to read and additionally offered online training from the author of *The Safe Library* if they would like to take it.
 - *Crucial Conversations: Tools for talking when stakes are high*
 - *Verbal Judo: The gentle art of persuasion*
 - *The Safe Library: Keeping users, staff & collections secure*
- **APEI recommends conducting background checks on all volunteers before they start work. This will ensure that they are suitable candidates for volunteering at the library**

This is now part of the volunteer and program contractor onboarding process.
- **A volunteer orientation should also be developed to outline the duties, limitations, and expectations of volunteers**

In progress for Program Volunteers.
- **Other safety improvements**

 - Pepper spray for staff to have easy access to while working with the public is available.
 - A one way window film will be applied to the staff room and director's office door so that it is possible to see out but not see in.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Law

OFFICE OF THE ATTORNEY GENERAL

1031 West Fourth Avenue, Ste. 200
Anchorage, AK 99501
Main: (907) 269-5100
Fax: (907) 276-3697

November 16, 2023

Via U.S. Mail

Petersburg Public Library
12 Nordic Avenue
Petersburg, AK 99833-0549

To Whom It May Concern:

As you are aware, over the past year members of the public have raised significant concerns regarding books that may be viewed by, and made available to, minors in certain school or public libraries. In my capacity as Attorney General, I have been approached many times by concerned parents, community members, and members of school boards. Specifically, these concerns have focused on books that have graphic depictions of sexual content that are available for viewing by children and teenagers. Considering these concerns, you should be aware of the legal framework that prohibits certain actions regarding minors and indecent materials. The purpose of this letter is to help inform public servants on what the law is so that no one is caught off guard. You should conduct a review and take steps to assure that your organizations are not violating the law. These laws fall into three categories: state criminal laws, municipal ordinances, and certain state and federal education laws.

I. State Criminal Law

The following three criminal statutes are most relevant to the circumstances at issue: distribution of indecent materials to minors (AS 11.61.128), enticement of a minor (AS 11.41.452), and contributing to the delinquency of a minor (AS 11.51.130). Depending upon the facts of a specific case, other statutes may be implicated.

- **Distribution of Indecent Material to Minors, AS 11.61.128**

For this offense, the State is required to prove the following:

- 1) the defendant was 18 years of age or older;
- 2) the defendant intentionally distributed or possessed with the intent to distribute material to a child under 16 years of age or to a person the defendant believed was a child under 16 years of age;
- 3) the defendant knew the material depicted actual *or* simulated sexual penetration; the lewd touching of a person's genitals, anus, or female breast; masturbation; bestiality; the lewd exhibition of a person's genitals, anus, or female breast; or sexual masochism or sadism; and
- 4) the material was harmful to minors.

“Harmful to minors” means that the (1) the average individual, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest in sex for persons under 16 years of age; (2) a reasonable person would find that the material, taken as a whole, lacks serious literary, artistic, educational, political, or scientific value for persons under 16 years of age; and (3) the material depicts actual or simulated conduct in a way that is patently offensive to the prevailing standards in the adult community as a whole with respect to what is suitable for persons under 16 years of age. Except in limited circumstances, violations of this statute are punishable as a class C felony offense.

- **Enticement of a minor, AS 11.41.452**

To prove this offense, the State is required to prove the following:

- 1) the defendant was 18 years of age or older;
- 2) the defendant knowingly communicated with another person to entice, solicit, or encourage the person to engage in any of the following acts: sexual penetration; the lewd touching of another person’s genitals, anus, or breast; the lewd touching by another person of the child’s genitals, anus, or breast; masturbation; bestiality; the lewd exhibition of the child’s genitals; or sexual masochism or sadism; and
- 3) the other person was a child under 16 years of age, or the defendant believed that the other person was a child under 16 years of age.

Except in limited circumstances, enticement of a minor is a class B felony offense. This statute does not require proof that the other person engaged in the act; mere enticement, solicitation, or encouragement is enough to be found guilty of this offense. Please also note that for a defendant to be guilty of this offense, the enticement, solicitation, or encouragement to engage in the acts does not need to be with the defendant or in front of the defendant; it is a violation of this offense if the defendant entices, solicits, or encourages a child under 16 to engage in these acts with anyone, including another child or themselves.

- **Contributing to the Delinquency of a Minor, AS 11.51.130**

To prove this offense, the State is required to prove the following:

- 1) the defendant was 19 years of age or older, and
- 2) the defendant knowingly aided, induced, caused, or encouraged a child under 18 years of age to do any act prohibited by state law.

A theme that runs through these statutes is the protection of minors. Therefore, an important factor in any analysis is the availability of the described materials to minors under the age specified in each statute. As with any situation, before proceeding with charges, the prosecuting attorney will review the facts of a case to ensure there is sufficient admissible evidence to support each element of each offense beyond a reasonable doubt.

II. Municipal Ordinance

Municipalities may also pass ordinances that address similar behaviors to what is mentioned above. For example, the Anchorage municipal code makes it a class B misdemeanor to disseminate indecent material to minors under section 8.50.220. Dissemination of indecent material occurs when a person “knowingly: (1) disseminate[s], distribute[s], or offer[s] to distribute, or exhibit[s] indecent material to a minor...” This sample municipal code is quite broad, and you should do a review of any applicable municipal ordinances to ensure the material in your library complies with municipal code.

III. State or Federal Education Laws

Neither state nor federal law have education or library specific laws relevant to what materials a library may provide. However, if your library is in a school, it is important that you are aware that your library must provide all library records identifying a minor child to any parent or guardian who seeks that information. AS 40.25.140(b). There are no exceptions to this statute.

The purpose of this letter is to bring awareness and assist school districts and libraries in complying with the law. Of note is that there are no exceptions to any of the laws listed above for administrators, teachers or for librarians. As school districts and public libraries navigate compliance with the law, please be mindful of the protections given to public employees who report a violation of state, federal or municipal law, regulation, or ordinance under Alaska’s Whistleblower Act or similar municipal

Alaska School/Public Libraries
Re: *Library Books*

November 16, 2023
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ordinance. My recommendation is for you to review your policies and the conduct of both your organization as a whole and of individual employees to make sure they are compliant with applicable state and local law. I hope this letter is helpful as you navigate and comply or confirm compliance with the law. If you have any questions or concerns, please feel free to contact the Department of Law or work directly with your own legal counsel.

Sincerely,



Treg Taylor
Attorney General