MOTION passed at Library Board of Trustees meeting on 1/24/24:
Library staff are to create a proposal on how to differentiate between elementary- and middle-grade books within the Juvenile section.

PROPOSAL
Upon direction from the Library Board of Trustees, Library staff reviewed the options available to us in keeping with the First Amendment of the Constitution and professional ethics and best practices.

RECOMMENDATION #2
This revised recommendation is to identify titles based on their audience level, utilizing the library's primary print vendor, Baker & Taylor, as the source to ensure consistency. Baker & Taylor has the below audience level categories for youth titles. How PRL has applied these audience levels historically can be found bolded. The Library cannot label titles based on content due to violating First Amendment rights, legal precedents, and professional ethics due to their often limiting or "othering" effect. A reminder that there are always exceptions; and also, a few caveats: a) these audience levels straddle the age ranges found in local schools and b) these audience levels have not historically been the sole criterion used by Library staff to assign materials. A holistic approach of recommended audience level, subject headings, circulation, review recommendations, and more have been used during that process with the goal of encouraging usage by placing items where users might broadly find the materials.

Baker & Taylor Audience Levels
Children's – Babies, age 0-2 – **Board books**
Children's – Toddler, age 2-4 – **Board or picture books**
Children's – Kindergarten, age 5-6 – **Board or picture books**
Children's – Grades 1-2, age 6-7 – **Picture books or Juvenile fiction**
Children's – Grades 2-3, age 7-8 – **Juvenile fiction, occasionally picture books**
Children's – Grades 3-4, age 8-9 – **Juvenile fiction**
Children's – Grades 4-6, age 9-11 – **Juvenile fiction**
Teen – Grades 7-9, age 12-14 – **Young adult, occasionally Juvenile**
Teen – Grades 10-12, age 15-18 – **Young adult**

To make use of these audience levels, the Library could create an additional audience facet in the Library's integrated library system (ILS) and utilize the above levels, or some combination of them, that would allow patrons to further narrow their searches according to intended audience level within the library catalog (see proposal following). For reference, search facets can be found on the left side under 'Limit Search Results' in the library catalog when performing a search.

Current Audience Facet, as seen in the Library Catalog

Audience	Include	Exclude	
☐ Adult			(69138)
☐ Children's			(41924)
☐ Young Adult			(7350)

Proposed Additional Facet

Facet Name: Youth Age Ranges

- Children ages 0-6
- Children ages 6-9
- Children ages 9-11
- Teen ages 12-14
- Teen ages 15-18

Estimated Costs

This option will take time to execute, as all youth materials in the collection would need to be reviewed, their intended audience researched within Baker & Taylor, and the new facets applied within the Library's ILS. There are currently an estimated 46,000 *titles (or MARC records)* to review in the juvenile and young adult collections. Utilizing a conservative estimate of 3 minutes per title in research and application, we estimate that it will require 2,300 staff hours of work to update all youth titles in the ILS. A professional librarian would be necessary for the work, as decisions will need to be made for titles that have multiple suggested audience levels. Given no reduction of duties for existing staff, hiring a temporary librarian with the necessary qualifications is recommended. The combination of time and professional assistance results in an estimated cost of $53,107 for the project (see figures below). In addition, time will be needed to create the new facets within the ILS, as well as update grids and cataloging specifications with the Library's print vendor.

46,000 titles x 3 minutes = 138,000 minutes = 2,300 hours
2,300 hours = 57.5, 40-hour weeks; OR, 115, 20-hour weeks
Current Librarian I base pay is $23.09/hour x 2,300 hours = $53,107

Estimated 24-48 hours to create facets (actual time, not staff hours)
Estimated 1-2 weeks for vendor updates (actual time, not staff hours)
Estimated 2-3 weeks for vendor updates to go into effect *after* approval (actual time, not staff hours)