



LIBRARY ADVISORY BOARD AGENDA

THE GREAT HALL	MONDAY, NOVEMBER 13, 2023	6:00 PM
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1. Call to Order
2. Approval of the Minutes of the September 11, 2023 meeting
3. Requests to Be Heard
Citizen comment period (3 minutes per person maximum – sign up in advance). With remote, electronic meeting format in place, call or email the Library Directory prior to 5:45 p.m. the day of the meeting—comments will be relayed to the Library Advisory Board at the meeting. djames@ci.faribault.mn.us / (507) 384-0526
4. Director's Report
5. Teen Advisory Board Report
6. SELCO Report
SELCO Foundation Report - Micki O'Flynn
7. Policy Review: *Friends of the Library* Policy Review discussion. The staff are not proposing changes to the policy at this time. Please refer to the policy manual.
8. Long-Term Meeting Room Request: Moms in Prayer Group
9. Library Values Discussion
10. Other
11. Next Meeting Date: December 11, 2023, 6 p.m., Great Hall (second floor)
12. Adjournment



**Minutes of the Monday, September 11, 2023 Meeting
Library Advisory Board**

Buckham Memorial Library Great Hall

PRESENT: Jayne Spooner (Chair), Melissa Kuhl (Vice Chair), Gordon Liu, Kate McGrogan, Keri Simon, Anneke Musselman, Delane James (Library Director), Linda Hanson (Library Technician)

CALL TO ORDER: Jayne called the meeting to order at 6 p.m.

APPROVAL OF THE MINUTES: A motion was made by Keri to approve the minutes of the July 10, 2023 meeting and a second by Anneke. All in favor. The motion carried.

REQUESTS TO BE HEARD: None

DIRECTOR'S REPORT: Library Director, Delane James reported on the following:

- 1,215 youth signed up for the Summer Reading Challenge. 384 more participants than last year. 238 finished the challenge and received 4 paperback books and had their names printed in the Faribault Daily News.
- A long-time employee, Paula Hildebrandt retired at the beginning of September. Her wishes were to have no farewell party.
- The outside book drop is here and installed but needs to have some balance testing done before it can be used.
- Workers will be here tomorrow to start the re-building of the front steps. They are scheduled to be done with the work by September 20th.
- A new fall brochure has been printed. It includes information about several programs and events being held at the library such as the Robert Crandall celebration, and a 3D printing open house on October 18th.
- The library is partnering with Rice County United Way and Northfield Rotary Club for a film screening and discussion called "The Right to Read" on October 10th.
- Author John Gaertner will be here on September 21st and present a talk about *The Great Rock Island Route*.
- On November 2nd, we will host *Moving Words: Writers Across Minnesota* featuring John Lee Clark, Nicole Kronzer and Jess Lourey in a 3-panel author discussion.
- MLA takes place on October 4th & 5th at River Centre in St. Paul. Delane, Allyn and Deni will all be attending.
- First grade visits starting in October and will continue through November.
- Delane will be making a presentation for the AAUW meeting on September 26th.
- Crown, Cork & Seal will be hosting a resource fair for employees and Linda will be tabling at the 2-day event September 28th and 29th.
- Kate Langlais is starting an art class entitled *Artists' Corner: Learn to Draw* which will be on Tuesday evenings starting October 17th in the 3rd Floor Makerspace.
- Krista from SELCO has agreed to come and help write the library's values statement at the next board meeting in October.

TEEN ADVISORY BOARD REPORT: No report. Luella was not present.

SELCO REPORT: Micki was not able to attend but relayed information thru Anneka. SELCO has not been able to hire a finance director yet. Krista Ross felt comfortable purchasing one CD for \$14,000 as requested by the Library Advisory Board but the purchasing of the other CDs has been put on hold until a finance director can be hired.

Lisa Reuvers volunteered to be the new SELCO board member from Buchkam Library. Melissa made a motion to appoint Lisa as our new SELCO board member. Kate second. All in favor. Motion carried.

POLICY REVIEW: The new *Gifts and Donations* Policy was discussed and Keri made a motion to accept the policy with the suggested changes. Anneka second. All in favor. Motion carried.

LONG-TERM MEETING ROOM REQUEST: Kaleidoscope submitted a long-term meeting room request. Gordon abstained due to conflict of interest. Melissa made a motion to accept their request. Kate second. All in favor. Motion carried.

ROBERT CRANDALL CELEBRATION: The plaque for the entrance is ordered. The vendor will match the dedication plaque in the entry way as much as possible. It will be placed on an easel to be unveiled. Mike Hildebrandt & Friends will be playing music before the ceremony. Anne Pleskonko will share memories about Robert and will present the Library with the giant check. Root beer floats will be served at the event as that was Roberts' favorite dessert.

OTHER: None

NEXT MEETING DATE: Monday, October 9, 2023, at 6 p.m., Buckham Library Great Hall (second floor)

ADJOURNMENT: Meeting adjourned at 6:27 p.m.

Respectfully submitted,
Linda Hanson, Library Technician



Buckham Memorial Library

FRIENDS OF THE LIBRARY

Overview

Public libraries often have a Friends of the Library group to help the library achieve its goals of public service. Buckham Memorial Library is fortunate to have a Friends group that actively promotes the Library in the community. Friends of Buckham Memorial Library are a group of citizens who believe in the Library and the importance of its services to the people of Faribault.

History

The Friends of Buckham Memorial Library traces its roots to 1958 when a group of volunteers first organized and raised funds to provide items and services for which there was insufficient or no funds in the library budget. The Friends of Buckham Memorial Library became a non-profit organization under the State of Minnesota in 1978. The articles of incorporation were restated and filed in 1989. The Friends group last revised their By-laws in 1997.

Purpose

The By-laws of the Friends of Buckham Memorial Library state the purpose of the organization as follows: "The purpose of this organization is to enhance library prestige and generate public support and appreciation, and to promote good public library service. The organization will work with all groups and individuals that are interested in achieving these goals by charitable, literary, and educational means, and welcomes all interested persons to membership."

Membership

All interested persons are welcome as members. A membership brochure can be obtained by calling or writing the Buckham Memorial Library, 11 Division Street East, Faribault, MN 55021; telephone 507-334-2089.

Meetings

The Friends of Buckham Memorial Library Board of Directors meets quarterly in January, April, July, and October. The April meeting is designated as a meeting for the full membership of the Friends.

Activities

Friends of the Library help make a good library excellent. They support the library, its services, and its programs by focusing on advocacy, fund raising, public relations, and volunteer services. Friends do not dictate how the funds they raise are spent, but rather listen to suggestions from Library staff on areas of need.

The Friends of Buckham Memorial Library have been instrumental in helping to make their library excellent. They have been very successful in raising funds for the library through various activities, and they continue to purchase and donate to the library numerous items of equipment, materials, and furnishings.

Approved by the Library Advisory Board, 7/2001

To: Buckham Memorial Library Advisory Board, c/o of the Library Director

From: Lori Bittenbender, Moms in Prayer

Thank you for the opportunity to request regular use of the Library Meeting Room.

Moms in Prayer is an organization where moms gather once a week to pray for their children and their schools.

Up to 4 moms will be gathering each week to pray for Shattuck St. Mary's School.

We are a quiet, respectful group. We use a prayer sheet to stay focused and timely.

We would use the room on Fridays during the school year at 10:30 am – 11:30 am.

We follow the school schedule and do not meet during school breaks.

Here are the dates we are requesting use of the room:

November 10

December 1

December 8

December 15

January 12

January 19

January 26

February 2

February 9

February 16

March 15

March 22

March 29

April 5

April 12

April 19

April 26

May 3

May 10

Thank you for your time and consideration,

Lori Bittenbender

Moms in Prayer Group Leader & Regional Coordinator

972-955-4730

Buckham Memorial Library Values

- We honor our roots as we grow our stories together.
- We honor our diverse community as we explore the ways we are connected.
- We honor your freedom to read and ensure access for all.
- We are honored to ~~serve~~ help you.

- Draft November 3, 2023