



LIBRARY ADVISORY BOARD AGENDA

THE GREAT HALL	MONDAY, MARCH 11, 2024	6:00 PM
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1. Call to Order
2. Approval of the Minutes of the February 12, 2024 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 - Welcome Langston Richter
6. SELCO Report
SELCO Foundation Report - Micki
SELCO Board Report - Lisa
7. Approve 2023 Minnesota Public Library Annual Report
8. Discuss possible changes to Chapter 13 Article II of the Faribault City Code Regarding the Library Advisory Board
9. Other
10. Next Meeting Date: April 8, 2024, 6 p.m., Great Hall (second floor)
11. Adjournment



**Minutes of the Monday, February 12, 2024 Meeting
Library Advisory Board**

Buckham Memorial Library Great Hall

PRESENT: Jayne Spooner (Chair), Melissa Kuhl (Vice Chair), Gordon Liu, Keri Simon, Anneke Musselman, Micki O'Flynn (SELCO Foundation Representative), Lisa Reuvers (SELCO Board Representative), Delane James (Library Director), Linda Hanson (Library Technician)

Before the meeting Heather Slechta swore in Melissa Kuhl as a returning Library Advisory Board Member.

CALL TO ORDER: Jayne called the meeting to order at 6:04 p.m.

APPROVAL OF THE MINUTES: A motion was made by Keri to approve the minutes of the December 11, 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:

- Deni is getting in contact with some of her young adult patrons to see if anyone would like to be the Library Board Representative.
- The city ordinance related to Library Advisory Board membership is vague and needs updating. Delane will bring it to a future board meeting for review before starting the process of changing the ordinance.
- Buckham Book Bingo is off to a great start. We have had 252 people sign up so far this year which has surpassed our total of 125 last year. The Friends of the Library have graciously funded the prizes again this year.
- Patron Lisa Humfield had a goal of reading as many library books as she is tall and would like to have others challenge themselves to this in 2024. There is a picture of her on our Facebook page standing next to the stack of library books she read in 2023.
- On January 4th, the library hosted State Parks Naturalist Andrew Wendt who presented a program called "Woodpecker Wonders". Wendt is a DNR Naturalist at Nerstrand Big Woods State Park.
- Every last Wednesday of the month, Bob will be hosting a 3D Printing Lab from 5:30-7 p.m. in the 3rd Floor Makerspace.
- In January, a FPS Community Education ELL class made a field trip to the library to learn about all the resources available.
- Also in January, Delane visited Faribault Foods who hosted two Community Ed ELL classes. She discussed all of the available resources and also took some Adventure Kits, 3D printing items and ukuleles for them to see.

- At a recent meeting the library learned that Venezuelan refugees have been designated temporary protect status. Many new Venezuelans are settling in the Faribault area and the library will be looking at increasing English Language Learning resources and outreach.
- Deni has been learning Spanish from a couple of language learning apps and has been starting to incorporate Spanish into her story times.
- The new SELCO app is coming soon. The app is already available in Apple Store for all Apple products. The android app is coming soon.
- SELCO libraries are not happy with our current ILS provider and will be changing systems within the next year. SELCO will sign a one-year contract with our current provider as the SELCO region begins the process of migrating to a new system.
- Delane is on the task force for streamlining settings within the ILS system. Some of the new default settings will include a 21-day loan period for everything with 2 renewals.
- Delane is also working on the Minnesota Public Library Annual Report. She will have it ready for approval at the next meeting.
- The city is switching to a new finance software with Tyler Financial. The system will go live in October.
- The Strum Brothers Musical Duo will be performing in the Second Floor Great Hall on Thursday, February 15th at 6 p.m.
- Library Advocacy Day is February 26th. Lisa Reuvers will be participating in this event at the State Capital.
- Our latest Sew-n-Sew had a participation of 20 people. Delane and Lisa bought seven more machines plus some supplies to accommodate our patrons who want to learn sew.
- On February 29th Delane will be attending a Zoom meeting at 9:15 a.m. with Senator Jasinski about library advocacy with SELCO staff. If anyone would like to participate in this meeting, please let Delane know. Jayne is planning on participating.

TEEN ADVISORY BOARD REPORT: No report.

SELCO REPORT: Micki reported that \$345.75 was made during the 4th quarter and the total amount of funds the library has in the SELCO foundation is \$82,115.00. In January she had \$11,000 put into another CD as approved by the board. Micki asked if the board would like to invest in another CD since the interest is still hovering around 5%. The next SELCO Foundation meeting is in April so the board tabled this until the March meeting.

Lisa was not present for the last SELCO board meeting but shared the following highlights from the minutes of the meeting:

- There is a new director for the outreach
- Library Advocacy Day at the state capitol is February 26th
- SELCO has decided to stay in the current building and is doing renovations
- The Legacy committee is reviewing the 6 applications for community collaboration legacy grants
- The SELCO/SELS merger is not moving forward

AGREEMENT TO PARTICIPATE IN THE SELCO INTEGRATED LIBRARY SYSTEM:

Delane discussed the agreement with the board and noted that it was in order and would be for the term of one year. Keri made a motion to approve and a second by Gordon. All in favor. The motion carried. Delane will bring this to a future city council meeting for approval and signing before the May deadline.

LIBRARY VALUES DISCUSSION: The board discussed and decided on the library's values. Anneke made a motion to approve the values as discussed and a second by Keri. All in favor. The motion carried. The values will be brought to city council for approval with the mission and vision statements once those documents are completed. Below are the board approved 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 right to pursue knowledge and ensure access for all.
- We are honored to assist you.

OTHER: None

NEXT MEETING DATE: Monday, March 11, 2024, at 6 p.m., Buckham Library Great Hall (second floor)

ADJOURNMENT: Meeting adjourned at 6:44 p.m.

Respectfully submitted,
Linda Hanson, Library Technician

2023 Minnesota Public Library Annual Report

This report reflects the library's data covering January 1 through December 31, 2023, unless otherwise specified. Financial data is reported for the fiscal year that ended December 31, 2023.

Please note that this document contains information collected at two levels: **library administrative entity** and **locations (outlets)**. In the case of a single-location library, the library is both the administrative entity and the outlet. The totals for the administrative entity are presented first, followed by separate reports for each outlet.

CONTACT INFORMATION

G01) Library Name
G02) Regional System/Sequence Number
G03) Regional Public Library System
G04) Street Address
G05) Location is a change from 2022 Data
G06) City
G07) ZIP Code
G08) Mailing Address
G09) City
G10) ZIP Code
G11) County
G12) Phone
G13) Library Web Address
G14) Director's Name
G15) Director's Phone
G16) Director's Extension
G17) Director's E-mail Address

Report Filer

G18) Name of Person Who Prepared This Report
G19) Phone
G20) E-mail

IMLS Administrative Entity Codes

G22) Legal Basis Code
G23) Administrative Structure Code
G25) Geographic Code
G26) Did the legal service area boundary change?

VISITS, REFERENCE, USERS

Data Element	2023 Data	2022 Data
P01) Population of the Legal Service Area		
P02) Registered Users – Residents		
P03) Registered Users – Reciprocal		
P04) Total Registered Users		
P05) Year in Which Registered User Records Were Last Purged		
P06) Visits		
P60) Visits Reporting Method		
P07) Reference Transactions		
P61) Reference Transactions Reporting Method		
P59) Contactless Visits		
P08) Public Internet Computer Sessions		
P09) Public Internet Computer – Usage Type		
P62) Public Computer Sessions Reporting Method		
P10) Wireless Sessions		
P63) Wireless Sessions Reporting Method		
P32) Website Visits		

CIRCULATION

Physical and Downloadable Circulation

Data Element	2023 Data	2022 Data
P13) Children's Circulation		
P14) Adult Circulation		
P15) Physical Circulation (No Age Designation)		
P16) Total Physical Circulation		
P69) Physical Circulation – Not Print or Audiovisual		
P17) Downloadable E-books and E-series Circulation		
P18) Downloadable Audio and Video Circulation		
P19) Total Downloadable Circulation		
P20) Total Circulation		

Collection Use Including Electronic Collections

Data Element	2023 Data	2022 Data
P29) Number of Information Retrievals from Electronic Collections		
P30) Electronic Content Use		
P31) Total Collection Use		

Interlibrary Loan

Data Element	2023 Data	2022 Data
P11) ILL Provided to Other Libraries		
P12) ILL Received from Other Libraries		

PROGRAMS, RECORDINGS, ACTIVITIES

In-Person Programs

Data Element	2023 Data	2022 Data
P82) In-Person Programs for Ages 0-5		
P83) In-Person Programs for Ages 6-11		
P84) In-Person Programs for Young Adults		
P85) In-Person Programs for Adults		
P86) In-Person Programs for All Ages		
P75) Total Onsite In-Person Programs		
P81) Total Offsite In-Person Programs		

In-Person Program Attendance

Data Element	2023 Data	2022 Data
P105) Attendees at In-Person Programs for Ages 0-5		
P106) Attendees at In-Person Programs for Ages 6-11		
P107) Attendees at In-Person Programs for Young Adults		
P108) Attendees at In-Person Programs for Adults		
P109) Attendees at In-Person Programs for All Ages		
P98) Total Onsite Attendance		
P104) Total Offsite Attendance		

Live Virtual Programs

Data Element	2023 Data	2022 Data
P87) Live Virtual Programs Intended for Ages 0-5		
P88) Live Virtual Programs Intended for Ages 6-11		
P34) Live Virtual Programs Intended for Young Adults		
P35) Live Virtual Programs Intended for Adults		
P89) Live Virtual Programs Intended for All Ages		
P36) Total Live Virtual Programs		

Live Virtual Attendance

Data Element	2023 Data	2022 Data
P110) Live Virtual Views of Programs for Ages 0-5		
P111) Live Virtual Views of Programs for Ages 6-11		
P38) Live Virtual Views of Programs for Young Adults		
P39) Live Virtual Views of Programs for Adults		
P112) Live Virtual Views of Programs for All Ages		
P40) Total Attendance at Live Virtual Programs		

Total Programs (In-Person and Live Virtual)

Data Element	2023 Data	2022 Data
P90) Total Programs for Ages 0-5		
P91) Total Programs for Ages 6-11		
P52) Total Programs for Young Adults		
P53) Total Programs for Adults		
P92) Total Programs for All Ages		
P54) Total Programs		

Total Program Attendance (In-Person and Live Virtual)

Data Element	2023 Data	2022 Data
P113) Total Attendance at Programs for Ages 0-5		
P114) Total Attendance at Programs for Ages 6-11		
P56) Total Attendance at Programs for Young Adults		
P57) Total Attendance at Programs for Adults		
P115) Total Attendance at Programs for All Ages		
P58) Total Program Attendance		

Recordings of Program Content

Data Element	2023 Data	2022 Data
P116) Recorded Programs for Ages 0-5		
P117) Recorded Programs for Ages 6-11		
P42) Recorded Programs for Young Adults		
P43) Recorded Programs for Adults		
P118) Recorded Programs for All Ages		
P44) Total Recorded Programs		

Views of Recordings of Program Content

Data Element	2023 Data	2022 Data
P119) On-Demand Views of Recorded Programs for Ages 0-5		
P120) On-Demand Views of Recorded Programs for Ages 6-11		
P121) On-Demand Views of Recorded Programs for Ages 12-18		
P122) On-Demand Views of Recorded Programs for Adults		
P123) On-Demand Views of Recorded Programs for All Ages		
P124) Total On-Demand Views of Recorded Programs		

Self-Directed Activities

Data Element	2023 Data	2022 Data
P49) Number of Self-Directed Activities		
P50) Participation in Self-Directed Activities		
What kinds of activities do you count as self-directed?		[new in 2023]

SUMMER LEARNING PROGRAM

Type(s) of summer learning programs
Intended age-groups for the program
U02) Preschoolers, birth to 5 years old
U03) Children, 6 to 11 years old
U04) Young adults, 12 to 18 years old

HOURS OF PUBLIC SERVICE

Data Element	2023 Data	2022 Data
H08) Weekly Hours of Regular Service		
H16) Weekly Hours of Limited Service		
H18) Weekly Hours of Curbside Service		
H12) Annual Public Service Hours		

FACILITIES

Data Element	2023 Data	2022 Data
F01) Central Libraries		
F02) Branch Libraries		
F03) Bookmobiles		
F04) Supplementary Services		
F12) Staff Internet Computers		
F13) Public Internet Stationary Computers		
F14) Public Internet Mobile Devices for Onsite Use		
F15) Total Public Internet Computers/Devices		
F22) Outlets with Wi-Fi Available to Public		
F23) Outlets with a Meeting Room		
F24) Non-Library Sponsored Events		

STAFF INFORMATION

Staff Full Time Equivalent

Data Element	2023 Data	2022 Data
S01) Total ALA/MLS Librarian FTE		
S02) Total Other Librarian FTE		
S03) Total Librarian FTE		
S04) Total Other Staff FTE		
S05) Total Paid Staff FTE		

Selected Salary Schedule

Position	Low Salary	High Salary
S06) Regional Director		
S07) Library Director		
S08) Assistant Director		
S09) Branch Manager		

S10) Central Library Manager		
S11) Department Head		
S12) Other Librarian		
S13) Technology Support		
S14) Library Support Staff		
S15) Administrative Support Staff		
S16) Pages		

Union

S17) Do Any Library Staff Belong to a Union?		
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COLLECTIONS

Physical Materials

Data Element	2023 Data	2022 Data
C01) Print Materials (Books and Periodicals)		
C02) Audio Materials, Physical		
C03) Video Materials, Physical		
C04) Multi-format Materials		
C05) Other Physical Materials		
C06) Total Physical Materials		
C07) Print Serial Subscriptions		

Electronic Materials

Data Element	2023 Data	2022 Data
C08) Electronic Serial Subscriptions, Licensed Locally, Downloadable		
C09) Electronic Serial Subscriptions, Licensed Regionally, Downloadable		
C10) Total Electronic Serial Subscriptions		
C11) Electronic Books Licensed Locally		
C12) Electronic Books Licensed Regionally		
C13) Electronic Books Licensed Statewide		
C14) Total Electronic Books		
C15) Audio Downloadable Units, Licensed Locally		
C16) Audio Downloadable Units, Licensed Regionally		
C17) Total Audio Downloadable Units		
C18) Video Downloadable Units, Licensed Locally		
C19) Video Downloadable Units, Licensed Regionally		
C20) Total Video Downloadable Units		
C21) Electronic Collections Licensed Locally		
C22) Electronic Collections Licensed Regionally		
C24) Total Licensed Electronic Collections Local/Regional/Other		
C25) Electronic Collections Licensed Statewide		
C26) Total Licensed Electronic Collections		

POLICIES/PLANS

Data Element	2023 Data	2022 Data
D01) Strategic Plan		
D02) Disaster Plan		
D03) Policy Manual		
D04) Records Retention Schedule		
D05) Building Accessibility Plan		
D06) Technology Plan		
D07) Internet Acceptable Use Policy		
D09) Collection Development Policy		[new in 2023]
D08) Overdue Fine Policy?		

COMMUNITY ENGAGEMENT

Outreach Services

Data Element	2023 Data	2022 Data
Adult Basic Education		
Adult Literacy Organization		
Early Childhood Organization		
Correctional Facility		
Cultural Communities		
Service to Homebound		
School (K12)		
Senior-Centered Organization		
Workforce Development		
Youth Development Organization		
Arts Organization		
Disability Organization		
Homeschool Organization		
Veterans Organization		
Social Services Organizations		
Other		

Community Partnerships

Data Element	2023 Data	2022 Data
O12) Does this library partner with one or more community organizations/groups in order to address a community need?		
O13a) Communicative: O13b) Cooperative: O13c) Collaborative:		
O14) If Yes, does this library measure the impact on the community due to the partnership's efforts?		

Volunteers

Data Element	2023 Data	2022 Data
O15) Does this library have a volunteer program for individuals or groups to complete tasks willingly and without pay?		
O20) Total Number of Volunteers		
O21) Total Number of Volunteer Hours		

BOARD, FOUNDATION, FRIENDS

I01) Does this library have a governing board?
I02) Are this library's trustees elected or appointed officials?
I03) Is this library's board of trustees the governing authority or advisory?
I04) Does this library have a foundation?
I05) Foundation name
I06) Does this library have a Friends group?
I07) Friends group name

FINANCIAL DATA

Operating Revenue

Data Element	2023 Data	2022 Data
LOCAL GOVERNMENT		
City		
R01) City Direct		
R02) City Indirect		
R03) City Operating Revenue Total		
County		
R04) County Direct		
R05) County Indirect		
R06) County Total		
Other Local Government		
R07) Other Local Government Direct		
R08) Other Local Government Indirect		
R09) Other Local Government Operating Revenue Total		
R10) Total Local Government Operating Revenue		
STATE		
R11) Arts & Cultural Heritage Fund		
R12) Regional Library Basic System Support		
R13) Regional Library Telecommunications Aid		
R14) Other State		
R15) Total State Government Operating Revenue		

Data Element	2023 Data	2022 Data
FEDERAL		
R67) Did your library receive ARPA funding in 2023?		
R69) Federal Operating Revenue-American Rescue Plan Act (ARPA)		
R16) Federal Library Services and Technology Act		
R17) Federal Direct		
R18) Federal Indirect		
R19) Total Federal Operating Revenue		
OTHER		
Regional System		
R20) Regional System Direct		
R21) Regional System Indirect		
R22) Regional System Operating Revenue Total		
Multicounty, Multitype		
R23) Multicounty, Multitype Direct		
R24) Multicounty, Multitype Indirect		
R25) Multicounty, Multitype Operating Revenue Total		
R26) Other Operating Direct		
R27) Other Operating Indirect		
R28) Other Operating Total		
R29) Total Regional and Other Operating Revenue		
R30) Total Operating Revenue		

Operating Expenditures

Data Element	2023 Data	2022 Data
Personnel Expenditures		
E01) Salaries & Wages		
E02) Employee Benefits		
E03) Total Personnel Costs		
Collection Expenditures		
E04) Print Materials		
E05) Electronic Materials Electronic Books (E-books)		
E06) Electronic Collections		
E07) Other Electronic Materials		
E08) Electronic Materials Expenditures Total		
E09) Other Materials - Audio & Video Physical Materials		
E10) Other Materials - Other Physical Materials		
E11) Other Materials Expenditures Total		
E16) Physical Materials Expenditures Total		
E12) Total Collection Expenditures		
Other Operating Expenditures		
E13) Other Operating Expenditures		
E14) Total Operating Expenditures		
E15) Expenditures Equal To or Less than Income?		

Capital Revenue

Data Element	2023 Data	2022 Data
LOCAL		
City		
R31) City Direct		
R32) City Indirect		
R33) City Capital Revenue Total		
County		
R34) County Direct		
R35) County Indirect		
R36) County Capital Revenue Total		
Other Local Government		
R37) Other Local Government Direct		
R38) Other Local Government Indirect		
R39) Other Local Government Capital Revenue Total		
R40) Total Local Government Capital Revenue		
STATE		
R41) Library Construction Grant		
R42) Other State		
R43) Total State Government Capital Revenue		
FEDERAL		
R44) Federal Government LSTA		
R45) Other Federal Direct		
R46) Other Federal Indirect		
R47) Total Federal Government Capital Revenue		
OTHER		
Regional System		
R48) Regional System Direct		
R49) Regional System Indirect		
R50) Regional System Capital Revenue Total		
Multicounty, Multitype		
R54) Other Capital Direct		
R55) Other Capital Indirect		
R56) Other Capital Revenue Total		
R57) Total Regional System and Other Capital Revenue		
R58) Total Capital Revenue		

Capital Expenditures

EC01) Total Capital Expenditures		
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In-Kind

Data Element	2023 Data	2022 Data
In-Kind Operating Contributions		
R59) In-Kind Operating Contributions City		
R60) In-Kind Operating Contributions County		
R61) In-Kind Operating Contributions All Other		
R62) Total In-Kind Operating Contributions		
In-Kind Contributions by Expenditure Area		
EKA01) Personnel		
EKA02) Collection		
EKA03) All Other Operating Expenditures		
EKA04) Total In-Kind Operating Contributions		
In-Kind Capital Contributions		
R63) In-Kind Capital Contributions City		
R64) In-Kind Capital Contributions County		
R65) In-Kind Capital Contributions All Other		
R67) Total In-Kind Capital Contributions		

Comments

Is there anything you would like to add that is not reflected in the rest of the report?
DRAFT

DRAFT



Minnesota's public library annual report is made possible, in part, by funding from the Minnesota Department of Education through a Library Services and Technology Act (LSTA) grant from the Institute of Museum and Library Services.

2023 Minnesota Public Library Annual Report – Location-Specific

This section reflects the data for one library location (outlet). For libraries with multiple locations, the data from each location “rolls up” to the administrative entity. In the case of a single-library location, the library is both the administrative entity and the library outlet.

This report contains information from January 1 through December 31, 2023, unless otherwise specified.

CONTACT INFORMATION

G01m) Library Name
G02m) Regional System/Sequence Number
G03m) Regional Public Library System
G05m) Location is a change from 2022 Data
G04m) Street Address
G06m) City
G07m) ZIP Code
G12m) Phone
G08m) Mailing Address
G09m) City
G10m) ZIP Code
G11m) County

VISITS, REFERENCE, USERS

Data Element	2023 Data	2022 Data
P01m) Population of the Legal Service Area		
P02m) Registered Users – Residents		
P03m) Registered Users – Reciprocal		
P04m) Total Registered Users		
P06m) Visits		
P07m) Reference Transactions		
P59m) Contactless Visits		
P08m) Public Internet Computer Sessions		
P09m) Public Internet Computer Sessions – Usage Type		
P10m) Wireless Sessions		

CIRCULATION

Data Element	2023 Data	2022 Data
P13m) Children’s Circulation		
P14m) Adult Circulation		
P15m) Physical Circulation (No Age Designation)		
P16m) Total Physical Circulation		

PROGRAMS, ATTENDANCE, ACTIVITIES

Onsite In-Person Programs

Data Element	2023 Data	2022 Data
P70m) Onsite In-Person Programs Intended for Ages 0-5		
P71m) Onsite In-Person Programs Intended for Ages 6-11		
P72m) Onsite In-Person Programs Intended for Young Adults		
P73m) Onsite In-Person Programs Intended for Adults		
P74m) Onsite In-Person Programs Intended for All Ages		
P75m) Total Onsite Programs		

Onsite In-Person Program Attendance

Data Element	2023 Data	2022 Data
P93m) Attendees at Onsite In-Person Programs for Ages 0-5		
P94m) Attendees at Onsite In-Person Programs for Ages 6-11		
P95m) Attendees at Onsite In-Person Programs for Young Adults		
P96m) Attendees at Onsite In-Person Programs for Adults		
P97m) Attendees at Onsite In-Person Programs for All Ages		
P98m) Total Onsite In-Person Attendance		

Offsite In-Person Programs

Data Element	2023 Data	2022 Data
P76m) Offsite In-Person Programs Intended for Ages 0-5		
P77m) Offsite In-Person Programs Intended for Ages 6-11		
P78m) Offsite In-Person Programs Intended for Young Adults		
P79m) Offsite In-Person Programs Intended for Adults		
P80m) Offsite In-Person Programs Intended for All Ages		
P81m) Total Offsite Programs		

Offsite In-Person Program Attendance

Data Element	2023 Data	2022 Data
P99m) Attendees at Offsite In-Person Programs for Ages 0-5		
P100m) Attendees at Offsite In-Person Programs for Ages 6-11		
P101m) Attendees at Offsite In-Person Programs for Young Adults		
P102m) Attendees at Offsite In-Person Programs for Adults		
P103m) Attendees at Offsite In-Person Programs for All Ages		
P104m) Total In-Person Offsite Attendance		

Self-Directed Activities

Data Element	2023 Data	2022 Data
P49m) Self-Directed Activities		
P50m) Participation in Self-Directed Activities		

FULL-TIME-EQUIVALENT STAFF

Data Element	2023 Data	2022 Data
S01m) ALA/MLS Librarian FTE		
S02m) Other Librarian FTE		
S03m) Total Librarian FTE		
S04m) Other Staff FTE		
S05m) Total Paid Staff FTE		

VOLUNTEERS

Data Element	2023 Data	2022 Data
O16m) Number of Teen Volunteers		
O17m) Number of Adult Volunteers		
O18m) Number of Teen Volunteer Hours		
O19m) Number of Adult Volunteer Hours		
O20m) Total Number of Volunteers		
O21m) Total Number of Volunteer Hours		

PUBLIC SERVICE HOURS**Number of Weeks Open to the Public**

Data Element	2023 Data	2022 Data
H13m) Weeks Closed Due to COVID-19		
H15m) Weeks of Regular Service		
H14m) Weeks of Limited Service		
H11m) Weeks Library was Open		

Weekly Hours Open to the Public

Data Element	2023 Data	2022 Data
H08m) Weekly Hours of Regular Service		
H16m) Weekly Hours of Limited Service		

Annual Hours Open to the Public

Data Element	2023 Data	2022 Data
H12m) Annual Public Service Hours		
H20m) Non-Staffed Service Hours at this Location?		[new in 2023]

Curbside Service

Data Element	2023 Data	2022 Data
H17m) Weeks of Curbside Service		
H18m) Weekly Hours of Curbside Service		

LIBRARY COLLECTION

Data Element	2023 Data	2022 Data
C01m) Print Materials (Books and Periodicals)		
C02m) Audio Materials, Physical		
C03m) Video Materials, Physical		
C04m) Multi-format Materials		
C05m) Other Physical Materials		
C06m) Total Physical Materials		
C07m) Print Serial Subscriptions		

FACILITIES

Outlet Types

Data Element	2023 Data	2022 Data
F05m) Outlet Type Code		
F06m) Number of Bookmobiles		

Buildings

Data Element	2023 Data	2022 Data
F07m) Facility Type		
F08m) Square Feet		
F09m) Year Built		
F10m) Latest Year Remodeled		
F11m) Previous Year(s) Remodeled		

Computers

Data Element	2023 Data	2022 Data
F12m) Staff Internet Computers		
F13m) Public Internet Stationary Computers		
F14m) Public Internet Mobile Devices for On-Site Use		
F15m) Public Internet Computers/Devices		

Internet Connections

Data Element	2023 Data	2022 Data
F16m) Fiber Optic to Library Building		
F17m) Category 6 Wiring within Library?		
F19m) Typical Internet Download Speed for Public Computers		
F21m) Typical Internet Upload Speed for Public Computers		
F22m) Number of Outlets with Wi-Fi Available to Public		

Meeting Rooms

Data Element	2023 Data	2022 Data
F23m) Meeting Room Available for Public Use		
F24m) Non-Library Sponsored Events		

LIBRARY FRIENDS

I06/I06m) Does This Library Have a Friends Group?
I07/I07m) Friends Group Name

ANNOTATIONS

DRAFT



Minnesota's public library annual report is made possible, in part, by funding from the Minnesota Department of Education through a Library Services and Technology Act (LSTA) grant from the Institute of Museum and Library Service.

**CITY OF FARIBAULT
ORDINANCE No. 2005-18**

**AMENDING CHAPTER 13 ARTICLE II. OF THE FARIBAULT CITY CODE
REGARDING LIBRARY ADVISORY BOARD**

THE CITY OF FARIBAULT ORDAINS: The City Code of Ordinances, shall be amended as follows:

Section 1. Chapter 13. LIBRARY
Article II. LIBRARY ADVISORY BOARD

Sec. 13-22. Appointment of members; terms.

- (a) The library advisory board shall consist of seven (7) members. or a township in the library's legal service area within Rice County
- (b) The library advisory board shall consist of six (6) residents of the city, who shall be appointed by the Council for terms of three (3) years each, with so-called staggered terms, expiring on January thirty-first at the end of their term.
- (c) ~~The Rice County Board may appoint one additional (seventh) member to the library board. Such appointment shall be for a three-year term and shall expire on January thirty-first of the second year of the term.~~ who is a resident of the city or a township in the library's legal service area within Rice County
- (d) ~~A high school student from a City high school~~ youth may be appointed for a one or two year term. The student member will be one of the seven regular members and have voting rights.
- (e) A vacancy occurring during any member's term shall be filled by the Council for the unexpired term

Sec. 13-25. Quorum.

Four (4) members of the library advisory board shall constitute a quorum.

Section 2. This ordinance amendment shall take effect and be in force thirty (30) days after its adoption and publication.

First Reading: July 12, 2005
Second Reading: August 23, 2005
Publication Date: August 27, 2005

Faribault City Council


Patricia Rice, President Pro-Tem

ATTEST:


Michelle Mahowald
Assistant to the City Administrator