LIBRARY ADVISORY BOARD AGENDA

THE GREAT HALL | MONDAY, FEBRUARY 10, 2025 | 6:00 PM

1. Call to Order
2. Approval of the Minutes of the December 9, 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
6. SELCO Report
   - SELCO Foundation Report - Micki
   - SELCO Board Report - Lisa
7. Adopt Vision Statement
8. Other
9. Next Meeting Date: March 10, 2025, Great Hall (second floor)
10. Adjournment

Minutes of the Monday, December 9, 2024 Meeting
Library Advisory Board

Buckham Memorial Library Great Hall

PRESENT: Jayne Spooner (Chair), Melissa Kuhl (Vice Chair), Anneka Musselman, Gordon Lui, Sam Powell, Micki O'Flynn (SELCO Foundation), Delane James (Library Director), Linda Hanson (Library Technician)

CALL TO ORDER: Jayne called the meeting to order at 6:00 p.m.

APPROVAL OF THE MINUTES: A motion was made by Gordon to approve the minutes of the October 14, 2024, meeting and a second by Mel. All in favor. The motion carried.

REQUESTS TO BE HEARD: None

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

- Krista Ross will join us for our January meeting to work on our vision statement.
- The library received an email from a concerned patron regarding LGBTQ books in the youth area.
- The City's Commissions and Board Appreciation Dinner will be held on December 12. All board members are welcome to attend.
- The Great Hall light fixtures are here. A change order for approximately $25,000 was submitted for the upgrade project as much more work had to be done in order to safely secure the AV components.
- Home Town Holidays was a success. New this year was ice sculpting on the Library Plaza. Eclipse performed music in the children's area and Faribault Ukulele Network played in the adult area. People could greet Santa at the Buckham West Senior Center.
- The new Tyler finance software went live on November 1st. Later in December, payroll part of the software will go live.
- Deni will be hosting a Noon Year's Eve Day dance party for toddler and preschool children from 11:30-noon on December 31st.
- Buckham Book Bingo (BBB) starts January 6th.
- Delane gave an update on several recent and ongoing programs:
    - In October and November, all first-grade classes in Faribault made their annual visits to the library. The kids got library cards, checked out books, and enjoyed a tour and story time with Deni.
    - On October 24 & 25, Delane, Allyn, and Deni were all able to attend the MLA conference in Rochester. They were excited to meet Mychal Threets, a virtual/viral librarian who gave the keynote speech. They also attended a session about the no book banning law.
    - Linda Hanson staffed the Crown Cork Resource fair on November 7th.
    - Buckham Library is in partnership with Riverbend Nature Center. Ms Leah will share nature-based activities after story time.

- The Library is a drop-off point for the CAC's Winter Gear drive.
- Book Buds is back. Elementary kids can "check out" a middle or high-school-aged buddy to read with.

TEEN ADVISORY BOARD REPORT: None

SELCO REPORT:
Micki informed SELCO to re-invest the current CD plus interest that has come due and add money from savings to equal $17,000. This will be purchased after the New Year. The next CD is coming due in March.

Lisa was not able to attend tonight's meeting. Delane informed the board about the new ILS system. Deni has been chosen for the cataloging taskforce while Allyn will be the point person for our library's migration. The go-live date for the new system is May 1st.

LONG-TERM MEETING ROOM REQUEST: Gordon abstained from voting on Kaleidoscope's long-term meeting room request due to a conflict of interest. A motion was made by Sam to accept the request, Anneka second. All in favor. The motion carried.

POLICY REVIEW: Collection Development and Maintenance: The board discussed changes to the policy and agreed that it should be posted on the website. Gordon made a motion to accept the policy with changes. Sam second. All in favor. The motion was carried.

2025 BUDGET: The final levy vote is December 10th. The proposed levy increase is 12.11% down from 14.68% that was set for the preliminary levy. The building cleaning and clock repairs are included in the CIP budget for 2025.

OTHER: None

NEXT MEETING DATE: Monday, January 13th, 2025, at 6 p.m., Great Hall (second floor). Krista Ross will be here to facilitate the creation of the library's vision statement.

ADJOURNMENT: The meeting adjourned at 6:40 p.m.

Respectfully submitted,
Linda Hanson
Library Technician

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 right to pursue knowledge and ensure access for all.
- We are honored to assist you.

- *Adopted by the Library Advisory Board 2/12/24*

Our Mission:

Buckham Memorial Library cultivates community through shared learning, connections, and creation.

- *Adopted by the Library Advisory Board 8/12/24*

Our Vision:

A thriving, connected community

-Draft 1/13/25