LIBRARY ADVISORY BOARD AGENDA

THE GREAT HALL MONDAY, MARCH 10, 2025 6:00 PM

1. Call to Order/ Approve Agenda
2. Approval of the Minutes of the February 10, 2025 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
   - SELCO Board Report - Lisa Reuvers
7. Approve 2024 Minnesota Public Library Annual Report
8. Other
9. Next Meeting Date: April 14, 2025, Great Hall (second floor)
10. Adjournment

Minutes of the Monday, February 10, 2025 Meeting
Library Advisory Board

Buckham Memorial Library Great Hall

PRESENT: Jayne Spooner (Chair), Melissa Kuhl (Vice Chair), Anneka Musselman, Gordon Lui, Sam Powell, Kate McGrogan, Delane James (Library Director), Linda Hanson (Library Technician)

CALL TO ORDER: Jayne called the meeting to order at 6:01 p.m.

APPROVAL OF THE MINUTES: A motion was made by Anneka to approve the minutes of the December 9, 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:

- Langston is being re-appointed at tomorrow's council meeting.
- On December 17th all of the 5th graders from Roosevelt Elementary School visited the library. They checked out books, read together, and played games in the youth area.
- Noon Year's Eve dance party was held on December 31st in the Great Hall for toddlers, preschoolers, and their caregivers. They had a countdown to Noon and toasted with apple juice and snacks.
- Allyn McColley celebrated her 28th anniversary with the library.
- Buckham Book Bingo is in full swing with 313 signed up. When folks sign up, their name is entered for a weekly drawing. For each row completed participants get a small prize. When they complete their whole bingo card, folks can enter the grand prize drawing.
- The acoustic tile company is coming tomorrow for final measurements. There is a 2-week lead time after the material arrives. After the acoustic tiles are installed, the globes will be put on the light fixtures.
- Dr. Lisa Humfeld-Wilson gave an author talk on January 30th about her new book *How the Mind-Body Connection Determines the Outcome.* 15 people attended the program.
- Tabletop Miniature Paint and Take makerspace will be held on February 12th. This event, created by Bob Latchaw, is for ages 16+. Registration is required. Come and paint a miniature figure for tabletop gaming. Bob will host a similar event in March for youth grades 6-12.
- Delane is working with the architect who is gathering quotes for the exterior cleaning for the rest of the library building.
- We have received 2 quotes for repairing the tower clock. That project will be moving forward soon.
- The library has ordered a mobile sensory station. After the sensory station arrives, staff will investigate other sensory options for the library.
- The 2024 Minnesota Public Library Annual Report module has been opened for data entry. Delane will bring the completed report to the March meeting for approval.

- Delane served on a committee for RFP for Strategic Planning for the City. She will be involved with the city's strategic planning.
- The new ILS system training is underway. Horizon will be shut down on April 26th. We will use an offline system included with Equinox from April 28-30th. The new ILS goes live on May 1st.
- Deni Buendorf is starting a new 1,000 books before kindergarten program. The Friends of Buckham Memorial Library is sponsoring this program. At sign-up kids will receive a packet and a coupon for a free book at Books on Central. When kids complete the program, they will receive a T-shirt and second coupon for a free book from Books on Central.
- Our sewing makerspace Sew 'n Sew has been re-tooled, renamed, and is now known as Sew What. This new makerspace offering has a limit of 10 independent sewers who bring their own projects to sew while enjoying connecting with other sewers.
- The popularity of our streaming service, hoopla, continues to grow quickly. This service charges the library a fee for every item checked out. This increased usage has made the current settings unsustainable from a budgetary standpoint. We are working with hoopla to bring these costs down with the least impact on patrons. With advice from our hoopla representative, we are changing our price limit on audiobooks from $2.99 to $1.99. The number of items patrons can check out monthly will remain at 4 items. We will continue to monitor the monthly expenses for this service.
- The city is switching to Windows 365 on February 18th. With this change, the emails of city staff will change to: @faribaultmn.gov. The city's domain will also change this year.
- The library received several concerned complaints about the program "Minnesota's Hooded History: The Ku Klux Klan in 1920s Minnesota" being held on February 20th. The library shared more information about the program via our social media channels. Delane will read a statement about the program at tomorrow's City Council meeting. This program is held in conjunction with the photo gallery exhibit "Testify: Americana from Slavery to Today" from the collection of Diane and Allan Page which will be on display at the library March 31-April 23, 2025.

TEEN ADVISORY BOARD REPORT: None

SELCO REPORT: None

ADOPT VISION STATEMENT: A motion was made by Sam to approve the library vision statement and a second by Gordon. All in favor. The motion carried.

ADJOURNMENT: A motion was made by Sam to adjourn the meeting and a second by Mel. All in favor. The motion carried.

Respectfully submitted,
Linda Hanson
Library Technician

DEPARTMENT OF EDUCATION

Faribault: Buckham Memorial Library

2024 Minnesota Public Library Annual Report

This report reflects the library's data covering January 1 through December 31, 2024, unless otherwise specified. Financial data is reported for the fiscal year that ended December 31, 2024.

Please note that this document contains data collected at two levels: **system-level** and **location-level (outlets)**. In the case of a single-location library, system-level totals and location-level data are the same. System-level information is presented first, followed by separate reports for each location starting on page 14.

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Comments

Do you have anything to share about 2024 at your library?
The City of Faribault migrated to a new finance software in November 2024. Some of the financial data for 2024 did not transfer correctly into the new system. Financial data for Buckham Memorial Library's 2024 MPLAR has been gathered using data for the old and new finance systems and has not yet been audited. - Delane James, Buckham Memorial Library Director, 3/6/2025

CONTACT INFORMATION

G01) Library Name	Faribault: Buckham Memorial Library
G02) Regional System/Sequence Number	S0700
G03) Regional Public Library System	SELCO
G04) Street Address	11 Division Street East
G05) Location is a change from 2024 Data	No
G06) City	Faribault
G07) ZIP Code	55021
G08) Mailing Address	11 Division Street East
G09) City	Faribault
G10) ZIP Code	55021
G11) County	Rice
G12) Phone	507-334-2089
G13) Library Web Address	http://www.faribault.org/library/
G14) Director's Name	Delane R. James
G15) Director's Phone	507-384-0526
G16) Director's Extension	526
G17) Director's E-mail Address	djames@faribaultmn.gov

Report Filer

G18) Name of Person Who Prepared This Report	Delane R. James
G19) Phone	507-384-0526
G20) E-mail	djames@faribaultmn.gov

IMLS Administrative Entity Codes

G22) Legal Basis Code	**Municipal Government (city, town or village)**
G23) Administrative Structure Code	**Administrative Entity with a Single Direct Service Outlet**
G25) Geographic Code	**Multi-Place, overlap**
G26) Did the legal service area boundary change?	**No**

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VISITS, REFERENCE, USERS

Data Element	2024 Data	2023 Data
P01) Population of the Legal Service Area	**34,000**	**34,000**
P02) Registered Users – Residents	**11,900**	**10,850**
P03) Registered Users – Reciprocal	**753**	**712**
P04) Total Registered Users	**12,653**	**11,562**
P05) Year in Which Registered User Records Were Last Purged	**2024**	**2023**
P06) Visits	**94,731**	**95,017**
P60) Visits Reporting Method	Annual Count	Annual Count
P07) Reference Transactions	**11,795**	**11,164**
P61) Reference Transactions Reporting Method	Annual Count	Annual Count
P08) Public Internet Computer Sessions	**7,258**	**7,032**
P09) Public Internet Computer – Usage Type	P08 tallies Internet usage exclusively	P08 tallies Internet usage exclusively
P62) Public Computer Sessions Reporting Method	Annual Count	Annual Count
P10) Wireless Sessions	**8,745**	**8,223**
P63) Wireless Sessions Reporting Method	Annual Count	Annual Count
P32) Website Visits	**25,917**	**25,126**

CIRCULATION

Did your library offer automatic renewal for any physical materials in 2024? No

Physical and Downloadable Circulation

Data Element	2024 Data	2023 Data
P13) Children's Circulation	**39,145**	**42,886**
P14) Adult Circulation	**44,772**	**46,270**
P15) Physical Circulation (No Age Designation)	**459**	**505**
P16) Total Physical Circulation	**84,376**	**89,661**
P69) Physical Circulation – Not Print or Audiovisual	**459**	**505**
P17a) E-book Circulation	**9,831**	
P17b) E-serial Circulation	**0**	
P18a) E-audio Circulation	**9,645**	
P18b) E-video Circulation	**0**	
P19) Total Downloadable Circulation	**19,476**	**20,448**
P20) Total Circulation	**103,852**	**110,109**

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Collection Use Including Electronic Collections

Data Element	2024 Data	2023 Data
P29) Number of Information Retrievals from Electronic Collections	**6,703**	**1,256**
P30) Electronic Content Use	**26,179**	**21,704**
P31) Total Collection Use	**110,555**	**111,365**

Interlibrary Loan

Data Element	2024 Data	2023 Data
P11) ILL Provided to Other Libraries	**14,225**	**11,687**
P12) ILL Received from Other Libraries	**9,591**	**10,455**

PROGRAMS, RECORDINGS, ACTIVITIES

In 2024, did your library offer in-person offsite programs? Yes

In 2024, did your library offer live virtual programs? Yes

In-Person Programs

Data Element	2024 Data	2023 Data
P82) In-Person Programs for Ages 0-5	**46**	**43**
P83) In-Person Programs for Ages 6-11	**20**	**33**
P84) In-Person Programs for Young Adults	**29**	**21**
P85) In-Person Programs for Adults	**208**	**170**
P86) In-Person Programs for All Ages	**139**	**58**
P75) Total Onsite In-Person Programs	**415**	**305**
P81) Total Offsite In-Person Programs	**27**	**20**

In-Person Program Attendance

Data Element	2024 Data	2023 Data
P105) Attendees at In-Person Programs for Ages 0-5	**1,502**	**1,294**
P106) Attendees at In-Person Programs for Ages 6-11	**633**	**1,445**
P107) Attendees at In-Person Programs for Young Adults	**173**	**162**
P108) Attendees at In-Person Programs for Adults	**2,837**	**2,146**
P109) Attendees at In-Person Programs for All Ages	**3,882**	**2,939**
P98) Total Onsite Attendance	**7,417**	**5,818**
P104) Total Offsite Attendance	**1,610**	**2,168**

Live Virtual Programs

Data Element	2024 Data	2023 Data
P87) Live Virtual Programs Intended for Ages 0-5	**40**	**43**
P88) Live Virtual Programs Intended for Ages 6-11	**0**	**0**
P34) Live Virtual Programs Intended for Young Adults	**0**	**0**
P35) Live Virtual Programs Intended for Adults	**0**	**1**
P89) Live Virtual Programs Intended for All Ages	**0**	**0**
P36) Total Live Virtual Programs	**40**	**44**

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Live Virtual Attendance

Data Element	2024 Data	2023 Data
P110) Live Virtual Views of Programs for Ages 0-5	**463**	**653**
P111) Live Virtual Views of Programs for Ages 6-11	**0**	**0**
P38) Live Virtual Views of Programs for Young Adults	**0**	**0**
P39) Live Virtual Views of Programs for Adults	**0**	**45**
P112) Live Virtual Views of Programs for All Ages	**0**	**0**
P40) Total Attendance at Live Virtual Programs	**463**	**698**

Total Programs (In-Person and Live Virtual)

Data Element	2024 Data	2023 Data
P90) Total Programs for Ages 0-5	**86**	**86**
P91) Total Programs for Ages 6-11	**20**	**33**
P52) Total Programs for Young Adults	**29**	**21**
P53) Total Programs for Adults	**208**	**171**
P92) Total Programs for All Ages	**139**	**58**
P54) Total Programs	**482**	**369**

Total Program Attendance (In-Person and Live Virtual)

Data Element	2024 Data	2023 Data
P113) Total Attendance at Programs for Ages 0-5	**1,965**	**1,947**
P114) Total Attendance at Programs for Ages 6-11	**633**	**1,445**
P56) Total Attendance at Programs for Young Adults	**173**	**162**
P57) Total Attendance at Programs for Adults	**2,837**	**2,191**
P115) Total Attendance at Programs for All Ages	**3,882**	**2,939**
P58) Total Program Attendance	**9,490**	**8,684**

Yes

Recordings of Program Content

In 2024, did your library offer recorded programs?

Data Element	2024 Data	2023 Data
P116) Recorded Programs for Ages 0-5	**88**	**96**
P117) Recorded Programs for Ages 6-11	**0**	**34**
P42) Recorded Programs for Young Adults	**0**	**0**
P43) Recorded Programs for Adults	**71**	**60**
P118) Recorded Programs for All Ages	**0**	**0**
P44) Total Recorded Programs	**159**	**190**

Views of Recordings of Program Content

Data Element	2024 Data	2023 Data
P119) On-Demand Views of Recorded Programs for Ages 0-5	**3,677**	**6,973**
P120) On-Demand Views of Recorded Programs for Ages 6-11	**0**	**1,239**
P121) On-Demand Views of Recorded Programs for Ages 12-18	**0**	**0**
P122) On-Demand Views of Recorded Programs for Adults	**2,673**	**3,397**
P123) On-Demand Views of Recorded Programs for All Ages	**0**	**0**
P124) Total On-Demand Views of Recorded Programs	**6,350**	**11,609**

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Self-Directed Activities

Data Element	2024 Data	2023 Data
P49) Number of Self-Directed Activities	**44**	**43**
P50) Participation in Self-Directed Activities	**2,907**	**2,655**
What kinds of activities do you count as self-directed?	**Adult Winter Reading Program, Youth Summer Reading Program, Take and Make activities.**	

SUMMER LEARNING PROGRAM

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

HOURS OF PUBLIC SERVICE

Data Element	2024 Data	2023 Data
H08) Weekly Hours of Regular Service	**60.00**	**60.00**
H09) Weekly Hours of Seasonal Service	**0.0**	[new in 2023]
H12) Annual Public Service Hours	**2,991**	**2,997**

FACILITIES

Data Element	2024 Data	2023 Data
F01) Central Libraries	**1**	**1**
F02) Branch Libraries	**0**	**0**
F03) Bookmobiles	**0**	**0**
F04) Supplementary Services	**4**	**4**
F12) Staff Internet Computers	**29**	**29**
F13) Public Internet Stationary Computers	**14**	**14**
F14) Public Internet Mobile Devices for Onsite Use	**0**	**0**
F15) Total Public Internet Computers/Devices	**14**	**14**
F22) Outlets with Wi-Fi Available to Public	**2**	**2**
F23) Outlets with a Meeting Room	**2**	**1**
F24) Non-Library Sponsored Events	**115**	**75**

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STAFF INFORMATION

Staff Full Time Equivalent

Data Element	2024 Data	2023 Data
S01) Total ALA/MLS Librarian FTE	**3.00**	**3.00**
S02) Total Other Librarian FTE	**0.00**	**0.00**
S03) Total Librarian FTE	**3.00**	**3.00**
S04) Total Other Staff FTE	**8.54**	**8.54**
S05) Total Paid Staff FTE	**11.54**	**11.54**

Selected Salary Schedule

Position	Low Salary	High Salary
S06) Regional Director		
S07) Library Director	**$53.89**	**$73.90**
S08) Assistant Director		
S09) Branch Manager		
S10) Central Library Manager		
S11) Department Head	**$38.41**	**$52.67**
S12) Other Librarian		
S13) Technology Support	**$20.99**	**$28.80**
S14) Library Support Staff	**$16.00**	**$25.25**
S15) Administrative Support Staff		
S16) Pages	**$14.00**	**$17.00**

Union

S17) Do Any Library Staff Belong to a Union?	**Yes**	**Yes**

COLLECTIONS

Physical Materials

Data Element	2024 Data	2023 Data
C01) Print Materials (Books and Periodicals)	**75,635**	**73,320**
C02) Audio Materials, Physical	**6,511**	**6,486**
C03) Video Materials, Physical	**6,591**	**6,426**
C04) Multi-format Materials	**56**	**63**
C05) Other Physical Materials	**61**	**108**
C06) Total Physical Materials	**88,854**	**86,403**
C07) Print Serial Subscriptions	**130**	**150**

Electronic Materials

Data Element	2024 Data	2023 Data
C08) Electronic Serial Subscriptions, Licensed Locally, Downloadable	**0**	**0**
C09) Electronic Serial Subscriptions, Licensed Regionally, Downloadable	**0**	**0**
C10) Total Electronic Serial Subscriptions	**0**	**0**

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C11) Electronic Books Licensed Locally	0	0
C12) Electronic Books Licensed Regionally	48,410	47,430
C13) Electronic Books Licensed Statewide	9,872	9,528
C14) Total Electronic Books	**58,282**	**56,958**
C15) Audio Downloadable Units, Licensed Locally	0	0
C16) Audio Downloadable Units, Licensed Regionally	11,168	9,488
C17) Total Audio Downloadable Units	**11,168**	**9,488**
C18) Video Downloadable Units, Licensed Locally	0	0
C19) Video Downloadable Units, Licensed Regionally	0	0
C20) Total Video Downloadable Units	**0**	**0**
C21) Electronic Collections Licensed Locally	10	9
C22) Electronic Collections Licensed Regionally	0	0
C24) Total Licensed Electronic Collections Local/Regional/Other	10	9
C25) Electronic Collections Licensed Statewide	51	59
C26) Total Licensed Electronic Collections	**61**	**68**

POLICIES/PLANS

Data Element	2024 Data	2023 Data
D01) Strategic Plan	2023	2023
D02) Disaster Plan	2024	2019
D03) Policy Manual	2024	2023
D04) Records Retention Schedule	2021	2019
D05) Building Accessibility Plan	None	None
D06) Technology Plan	2024	2023
D07) Internet Acceptable Use Policy	2023	2023
D09) Collection Development Policy	2024	
D08) Overdue Fine Policy?	No	No

COMMUNITY ENGAGEMENT

Outreach Services

Data Element	2024 Data	2023 Data
Adult Basic Education	Yes	Yes
Adult Literacy Organization	Yes	Yes
Early Childhood Organization	Yes	Yes
Correctional Facility	Yes	Yes
Cultural Communities	Yes	Yes
Service to Homebound	Yes	No
School (K12)	Yes	Yes
Senior-Centered Organization	Yes	Yes
Workforce Development	Yes	Yes
Youth Development Organization	Yes	Yes

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Arts Organization	**Yes**	**Yes**
Disability Organization	**Yes**	**Yes**
Homeschool Organization	**Yes**	**Yes**
Veterans Organization	**Yes**	**Yes**
Social Services Organizations	**Yes**	**Yes**
Other		

Community Partnerships

Data Element	2024 Data	2023 Data
O12) Does this library partner with one or more community organizations/groups in order to address a community need?	**Yes**	**Yes**
O13a) Communicative: **Yes** O13b) Cooperative: **Yes** O13c) Collaborative: **Yes**		
O14) If *Yes*, does this library measure the impact on the community due to the partnership's efforts?	**Yes**	**Yes**

Volunteers

Data Element	2024 Data	2023 Data
O15) Does this library have a volunteer program for individuals or groups to complete tasks willingly and without pay?	**Yes**	**Yes**
O20) Total Number of Volunteers	**24**	**9**
O21) Total Number of Volunteer Hours	**105**	**24**

BOARD, FOUNDATION, FRIENDS

I01) Does this library have a governing board?	**Yes**
I02) Are this library's trustees elected or appointed officials?	**Appointed**
I03) Is this library's board of trustees the governing authority or advisory?	**Advisory**

I04) Does this library have a foundation?	**Yes**
I05) Foundation name	**SELCO Foundation**

I06) Does this library have a Friends group?	**Yes**
I07) Friends group name	**Friends of Buckham Memorial Library**

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FINANCIAL DATA

Operating Revenue

Data Element	2024 Data	2023 Data
LOCAL GOVERNMENT		
City		
R01) City Direct	**$1,010,234**	**$997,771**
R02) City Indirect	**$0**	**$0**
R03) City Operating Revenue Total	**$1,010,234**	**$997,771**
County		
R04) County Direct	**$228,390**	**$228,390**
R05) County Indirect	**$0**	**$0**
R06) County Total	**$228,390**	**$228,390**
Other Local Government		
R07) Other Local Government Direct	**$0**	**$0**
R08) Other Local Government Indirect	**$0**	**$0**
R09) Other Local Government Operating Revenue Total	**$0**	**$0**
R10) Total Local Government Operating Revenue	**$1,238,624**	**$1,226,161**
STATE		
R11) Arts & Cultural Heritage Fund	**$0**	**$0**
R12) Regional Library Basic System Support	**$0**	**$0**
R13) Regional Library Telecommunications Aid	**$0**	**$0**
R14) Other State	**$0**	**$0**
R15) Total State Government Operating Revenue	**$0**	**$0**
FEDERAL		
R16) Federal Library Services and Technology Act	**$0**	**$0**
R17) Federal Direct	**$0**	**$0**
R18) Federal Indirect	**$0**	**$0**
R19) Total Federal Operating Revenue	**$0**	**$0**
OTHER		
Regional System		
R20) Regional System Direct	**$1,807**	**$945**
R21) Regional System Indirect	**$35,090**	**$34,664**
R22) Regional System Operating Revenue Total	**$36,897**	**$35,609**
Multicounty, Multitype		
R23) Multicounty, Multitype Direct	**$539**	**$99**
R24) Multicounty, Multitype Indirect	**$152**	**$120**
R25) Multicounty, Multitype Operating Revenue Total	**$691**	**$219**
R26) Other Operating Direct	**$0**	**$0**
R27) Other Operating Indirect	**$752**	**$886**
R28) Other Operating Total	**$752**	**$886**
R29) Total Regional and Other Operating Revenue	**$38,340**	**$36,714**
R30) Total Operating Revenue	**$1,276,964**	**$1,262,875**

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Operating Expenditures

Data Element	2024 Data	2023 Data
Personnel Expenditures		
E01) Salaries & Wages	**$721,537**	**$698,875**
E02) Employee Benefits	**$200,773**	**$197,825**
E03) Total Personnel Costs	**$922,310**	**$896,700**
Collection Expenditures		
E04) Print Materials	**$86,431**	**$82,709**
E05) Electronic Materials Electronic Books (E-books)	**$8,057**	**$8,550**
E06) Electronic Collections	**$27,086**	**$16,089**
E07) Other Electronic Materials	**$0**	**$0**
E08) Electronic Materials Expenditures Total	**$35,143**	**$24,639**
E09) Other Materials - Audio & Video Physical Materials	**$15,651**	**$16,149**
E10) Other Materials - Other Physical Materials	**$0**	**$0**
E11) Other Materials Expenditures Total	**$15,651**	**$16,149**
E16) Physical Materials Expenditures Total	**$102,082**	**$98,858**
E12) Total Collection Expenditures	**$137,225**	**$123,497**
Other Operating Expenditures		
E13) Other Operating Expenditures	**$179,089**	**$205,964**
E14) Total Operating Expenditures	**$1,238,624**	**$1,226,161**
E15) Expenditures Equal To or Less than Income?	**Yes**	**Yes**

Capital Revenue

Data Element	2024 Data	2023 Data
LOCAL		
City		
R31) City Direct	**$127,791**	**$53,365**
R32) City Indirect	**$0**	**$0**
R33) City Capital Revenue Total	**$127,791**	**$53,365**
County		
R34) County Direct	**$0**	**$0**
R35) County Indirect	**$0**	**$0**
R36) County Capital Revenue Total	**$0**	**$0**
Other Local Government		
R37) Other Local Government Direct	**$0**	**$0**
R38) Other Local Government Indirect	**$0**	**$0**
R39) Other Local Government Capital Revenue Total	**$0**	**$0**
R40) Total Local Government Capital Revenue	**$127,791**	**$53,365**
STATE		
R41) Library Construction Grant	**$0**	**$0**
R42) Other State	**$0**	**$0**
R43) Total State Government Capital Revenue	**$0**	**$0**

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FEDERAL		
R44) Federal Government LSTA	**$0**	**$0**
R45) Other Federal Direct	**$0**	**$0**
R46) Other Federal Indirect	**$0**	**$0**
R47) Total Federal Government Capital Revenue	**$0**	**$0**
OTHER		
Regional System		
R48) Regional System Direct	**$0**	**$0**
R49) Regional System Indirect	**$0**	**$0**
R50) Regional System Capital Revenue Total	**$0**	**$0**
Multicounty, Multitype		
R54) Other Capital Direct	**$0**	**$0**
R55) Other Capital Indirect	**$0**	**$0**
R56) Other Capital Revenue Total	**$0**	**$0**
R57) Total Regional System and Other Capital Revenue	**$0**	**$0**
R58) Total Capital Revenue	**$127,791**	**$53,365**

Capital Expenditures

EC01) Total Capital Expenditures	**$127,791**	**$53,365**

In-Kind

Data Element	2024 Data	2023 Data
In-Kind Operating Contributions		
R59) In-Kind Operating Contributions City	**$0**	**$0**
R60) In-Kind Operating Contributions County	**$0**	**$0**
R61) In-Kind Operating Contributions All Other	**$11,670**	**$17,609**
R62) Total In-Kind Operating Contributions		
In-Kind Contributions by Expenditure Area		
EKA01) Personnel	**$1,470**	**$312**
EKA02) Collection	**$0**	**$0**
EKA03) All Other Operating Expenditures	**$0**	**$17,297**
EKA04) Total In-Kind Operating Contributions	**$1,470**	**$17,609**
In-Kind Capital Contributions		
R63) In-Kind Capital Contributions City	**$0**	**$0**
R64) In-Kind Capital Contributions County	**$0**	**$0**
R65) In-Kind Capital Contributions All Other	**$0**	**$0**
R67) Total In-Kind Capital Contributions	**$0**	**$0**

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ANNOTATIONS

Total Programs for Ages 0-5
This is correct.--2025-03-06
P114), Total Attendance at Programs for Ages 6-11
This is correct.--2025-03-06

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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.

2024 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 system level. In the case of a single-library location, In the case of a single-location library, system-level totals and location-level data are the same.

This report contains information from January 1 through December 31, 2024, unless otherwise specified.

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CONTACT INFORMATION

G01m) Library Name	**Faribault: Buckham Memorial Library**
G02m) Regional System/Sequence Number	**S0700**
G03m) Regional Public Library System	**SELCO**
G05m) Location is a change from 2024 Data	**No**
G04m) Street Address	**11 Division Street East**
G06m) City	**Faribault**
G07m) ZIP Code	**55021**
G12m) Phone	**507-334-2089**
G08m) Mailing Address	**11 Division Street East**
G09m) City	**Faribault**
G10m) ZIP Code	**55021**
G11m) County	**Rice**

VISITS, REFERENCE, USERS

Data Element	2024 Data	2023 Data
P01m) Population of the Legal Service Area	**34,000**	**34,000**
P02m) Registered Users – Residents	**11,900**	**10,850**
P03m) Registered Users – Reciprocal	**753**	**712**
P04m) Total Registered Users	**12,653**	**11,562**
P06m) Visits	**94,731**	**95,017**
P07m) Reference Transactions	**11,795**	**11,164**

P08m) Public Internet Computer Sessions	**7,258**	**7,032**
P09m) Public Internet Computer Sessions – Usage Type	**P08m tallies Internet usage exclusively**	**P08m tallies Internet usage exclusively**
P10m) Wireless Sessions	**8,745**	**8,223**

CIRCULATION

Data Element	2024 Data	2023 Data
P13m) Children's Circulation	**39,145**	**42,886**
P14m) Adult Circulation	**44,772**	**46,270**
P15m) Physical Circulation (No Age Designation)	**459**	**505**
P16m) Total Physical Circulation	**84,376**	**89,661**

PROGRAMS, ATTENDANCE, ACTIVITIES

Onsite In-Person Programs

Data Element	2024 Data	2023 Data
P70m) Onsite In-Person Programs Intended for Ages 0-5	**40**	**42**
P71m) Onsite In-Person Programs Intended for Ages 6-11	**19**	**25**
P72m) Onsite In-Person Programs Intended for Young Adults	**29**	**21**
P73m) Onsite In-Person Programs Intended for Adults	**200**	**167**
P74m) Onsite In-Person Programs Intended for All Ages	**127**	**50**
P75m) Total Onsite Programs	**415**	**305**

Onsite In-Person Program Attendance

Data Element	2024 Data	2023 Data
P93m) Attendees at Onsite In-Person Programs for Ages 0-5	**1,310**	**1,269**
P94m) Attendees at Onsite In-Person Programs for Ages 6-11	**563**	**731**
P95m) Attendees at Onsite In-Person Programs for Young Adults	**173**	**162**
P96m) Attendees at Onsite In-Person Programs for Adults	**2,505**	**1,847**
P97m) Attendees at Onsite In-Person Programs for All Ages	**2,866**	**1,809**
P98m) Total Onsite In-Person Attendance	**7,417**	**5,818**

Offsite In-Person Programs

Data Element	2024 Data	2023 Data
P76m) Offsite In-Person Programs Intended for Ages 0-5	**6**	**1**
P77m) Offsite In-Person Programs Intended for Ages 6-11	**1**	**8**
P78m) Offsite In-Person Programs Intended for Young Adults	**0**	**0**
P79m) Offsite In-Person Programs Intended for Adults	**8**	**3**
P80m) Offsite In-Person Programs Intended for All Ages	**12**	**8**
P81m) Total Offsite Programs	**27**	**20**

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Offsite In-Person Program Attendance

Data Element	2024 Data	2023 Data
P99m) Attendees at Offsite In-Person Programs for Ages 0-5	192	25
P100m) Attendees at Offsite In-Person Programs for Ages 6-11	70	714
P101m) Attendees at Offsite In-Person Programs for Young Adults	0	0
P102m) Attendees at Offsite In-Person Programs for Adults	332	299
P103m) Attendees at Offsite In-Person Programs for All Ages	1,016	1,130
P104m) Total In-Person Offsite Attendance	1,610	2,168

Self-Directed Activities

Data Element	2024 Data	2023 Data
P49m) Self-Directed Activities	44	43
P50m) Participation in Self-Directed Activities	2,907	2,655

FULL-TIME-EQUIVALENT STAFF

Data Element	2024 Data	2023 Data
S01m) ALA/MLS Librarian FTE	3.00	3.00
S02m) Other Librarian FTE	0.00	0.00
S03m) Total Librarian FTE	3.00	3.00
S04m) Other Staff FTE	8.54	8.54
S05m) Total Paid Staff FTE	11.54	11.54

Volunteers

Data Element	2024 Data	2023 Data
O16m) Number of Teen Volunteers	8	5
O17m) Number of Adult Volunteers	16	4
O18m) Number of Teen Volunteer Hours	7	8
O19m) Number of Adult Volunteer Hours	98	16
O20m) Total Number of Volunteers	24	9
O21m) Total Number of Volunteer Hours	105	24

LIBRARY COLLECTION

Data Element	2024 Data	2023 Data
C01m) Print Materials (Books and Periodicals)	75,635	73,320
C02m) Audio Materials, Physical	6,511	6,486
C03m) Video Materials, Physical	6,591	6,426
C04m) Multi-format Materials	56	63
C05m) Other Physical Materials	61	108
C06m) Total Physical Materials	88,854	86,403
C07m) Print Serial Subscriptions	130	150

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PUBLIC SERVICE HOURS

Daily Hours

Data Element	2024 Data	2023 Data
H01m) Monday	**11.0**	[new in 2024]
H02m) Tuesday	**11.0**	[new in 2024]
H03m) Wednesday	**11.0**	[new in 2024]
H04m) Thursday	**11.0**	[new in 2024]
H05m) Friday	**8.0**	[new in 2024]
H06m) Saturday	**8.0**	[new in 2024]
H07m) Sunday	**0.0**	[new in 2024]

Seasonal Daily Hours

Data Element	2024 Data	2023 Data
H19m) Monday		[new in 2024]
H20m) Tuesday		[new in 2024]
H21m) Wednesday		[new in 2024]
H22m) Thursday		[new in 2024]
H23m) Friday		[new in 2024]
H24m) Saturday		[new in 2024]
H25m) Sunday		[new in 2024]

Number of Weeks Open to the Public

Data Element	2024 Data	2023 Data
H15m) Weeks Library was Open with Regular Service	**52**	**52**
H27m) Weeks Library was Open with Seasonal Service		[new in 2024]
H11m) Weeks Library was Open	**52**	**52**

Weekly Hours Open to the Public

Data Element	2024 Data	2023 Data
H08m) Weekly Hours of Regular Service	**60.00**	**60.00**
H09m) Weekly Hours of Seasonal Service		[new in 2024]

Annual Hours Open to the Public

Data Element	2024 Data	2023 Data
H12m) Annual Public Service Hours	**2,991**	**2,997**
H20m) Non-Staffed Service Hours at this Location?	**No**	**No**

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FACILITIES

Outlet Types

Data Element	2024 Data	2023 Data
F05m) Outlet Type Code	Central Library	Central Library
F06m) Number of Bookmobiles	0	0

Buildings

Data Element	2024 Data	2023 Data
F07m) Facility Type	M	M
F08m) Square Feet	19,950	19,950
F09m) Year Built	1929	1929
F10m) Latest Year Remodeled	1994	1994
F11m) Previous Year(s) Remodeled		

Computers

Data Element	2024 Data	2023 Data
F12m) Staff Internet Computers	29	29
F13m) Public Internet Stationary Computers	14	14
F14m) Public Internet Mobile Devices for On-Site Use	0	0
F15m) Public Internet Computers/Devices	14	14

Internet Connections

Data Element	2024 Data	2023 Data
F16m) Fiber Optic to Library Building	Yes	Yes
F17m) Category 6 Wiring within Library?	None of the above	None of the above
F19m) Typical Internet Download Speed for Public Computers	50.1 Mbps - 100 Mbps	50.1 Mbps - 100 Mbps
F21m) Typical Internet Upload Speed for Public Computers	10.0 Mbps - 15.0 Mbps	10.0 Mbps - 15.0 Mbps
F22m) Number of Outlets with Wi-Fi Available to Public	Yes	Yes

Meeting Rooms

Data Element	2024 Data	2023 Data
F23m) Meeting Room Available for Public Use	Yes	Yes
F24m) Non-Library Sponsored Events	115	75

LIBRARY FRIENDS

I06/I06m) Does This Library Have a Friends Group?	Yes
I07/I07m) Friends Group Name	Friends of Buckham Memorial Library

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ANNOTATIONS

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