



LIBRARY ADVISORY BOARD AGENDA

THE GREAT HALL

MONDAY, AUGUST 11, 2025

6:00 PM

1. Call to Order/ Approve Agenda
2. Approval of the Minutes of the July 14, 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 - Sam
SELCO Board Report - Lisa
7. 2026 Budget
Budget Process
Rice County Funding Request
8. Other
9. Next Meeting Date: September 8, 2025, Great Hall (second floor)
10. Adjournment



**Minutes of Monday, July 14, 2025, Meeting
Library Advisory Board**

Buckham Memorial Library Great Hall

PRESENT: Sam Powell (Chair), Anneke Musselman (Vice Chair), Jayne Spooner, Kate McGrogan, Langston Richter, Mikki O'Flynn (SELCO Foundation Representative), Lisa Reuvers (SELCO Board Representative), Delane James (Library Director), Linda Hanson (Library Technician)

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

APPROVAL OF THE MINUTES: A motion was made by Jayne to approve the minutes of the June 9, 2025, meeting, and a second was made by Anneke. All in favor. The motion carried.

REQUESTS TO BE HEARD: None

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

- On Wednesday, June 11th, the city hosted the 2nd session of the Residents' Academy at the library and community center. This group consists of 12 members who want to learn about the city and possibly become politically active. Delane gave a tour and informed them about our services and resources.
- Evergreen, the new ILS system, now has auto renewal of materials. If an item is not requested, it will automatically renew. This has given us an increase of about 152% in renewals during the first two months.
- MINITEX sent a very nice letter to the board and library thanking us for our support and advocating them.
- As of the end of June we have had 1007 sign-ups for the summer library program. Of those, 40 have finished their log.
- We now have switched from Mason bees in the spring to Leaf Cutter bees for the summer. All is going well.
- National Night Out will be held on August 5th.
- A few of our staff attended the Southern Minnesota Regional Legal Services meeting. This is an advocacy group who provides free civil legal help to people in need. There is a kiosk currently at the senior center, but we are in the process of deciding if it would be more beneficial to be at the library.

TEEN ADVISORY BOARD REPORT: Langston reported on the following:

- Books & Brownies and Pizza and Pages are on a break for the summer.
- They have a new TAB member.
- Dazzling Dave and Brodini who were performers for our SLP will be at the fair for a couple of shows.

SELCO REPORT:

SELCO Foundation - Mikki

The SELCO Foundation has contracted with Southern Minnesota Initiative Foundation (SMIF) to manage the libraries' funds going forward.

A motion was made by Jayne to move forward with the Southern Minnesota Initiative Foundation (SMIF) to manage our library funds, currently being held in the SELCO Foundation, and a second was made by Anneke. A discussion ensued. Mikki stated that a representative will need to be at the special meeting on Monday, July 21st. Sam volunteered.

All were in favor of this motion, and the motion carried.

SELCO Board - Lisa

Lisa did not attend the last meeting but did attend the advocacy meeting. They would like board members to be more active in letting the community know where the library funding comes from and what it provides. We need to get patrons to become more involved and contact their state and federal legislators about the need for library funding. Kate said she could put together a poster to display in the library.

ILS Migration - Delane

Delane talked to Krista about customer service concerns related to the ILS migration.

REMOVE *MOBILE HOT SPOT LENDING POLICY*: A motion was made by Anneke to remove the *Mobile Hot Spot Lending Policy*, and a second was made by Kate. All in favor. The motion carried. Delane will remove the policies from all locations.

2026 BUDGET: The Library Donation Fund Finance Committee met and discussed the following:

- The continuation of having policies and documents translated into Spanish and Somali
- \$50,000 for new lighting and updated electrical for the 3rd floor makerspace
- Investigating sharing the Bookmobile with Northfield Library. \$20,000 to get it started, and looking into asking the Friends of the Library for a match.
- \$4,000 for equipment to be able to handle hybrid meetings.

The board agreed to all the above. Delane will add these items to the 2026 Library Donation Fund budget.

Other 2026 Budget News:

- The City's financial software is not functioning at its full potential, so departments are entering their budgets on spreadsheets. These figures are due by the final week of July.
- Rice County funding request – Delane requested a 4% increase and will present her presentation at the work session on Tuesday, August 5th at 8:30 a.m.

NEXT MEETING DATE: August 11, 2025, Great Hall (second floor)

ADJOURNMENT: A motion was made by Kate to adjourn the meeting, and a second by Jayne. All in favor. The motion carried. Meeting adjourned at 7:03 p.m.

Transcribed by Linda Hanson.

Respectfully submitted,
Melissa Kuhl (Secretary)