



LIBRARY ADVISORY BOARD AGENDA

THE GREAT HALL

MONDAY, SEPTEMBER 8,
2025

6:00 PM

1. Call to Order/ Approve Agenda
2. Approval of the Minutes of the August 11, 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. SELCO-Rice County Agreement for Library Services 2026-2030
8. Other
9. Next Meeting Date: October 12, 2025, Great Hall (second floor)
10. Adjournment



**Minutes of Monday, August 11, 2025, Meeting
Library Advisory Board**

Buckham Memorial Library Great Hall

PRESENT: Sam Powell (Chair), Anneke Musselman (Vice Chair), Melissa Kuhl (Secretary), Kate McGrogan, Gordon Lui, 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 Anneke to approve the minutes of the July 14, 2025 meeting, and a second was made by Gordon. All in favor. The motion carried.

REQUESTS TO BE HEARD: None

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

- Delane gave the 2026 Rice County Funding Request presentation to the commissioners on August 5th. Buckham Memorial Library has requested a 4% increase for 2026.
- Buckham Center held this year's National Nite Out event on August 5th. The library sponsored Mike Hildebrandt's group Relativity. Kate Langlais led art on the plaza. Among other vehicles, a snowplow was on hand to encourage folks to enter the "Name the Snowplow" Contest hosted by the City.
- Summer Reading Program had their last performance on August 1st with Jolly Pops and the final Storytime for the summer was on August 7th with Munchkin the Mini Horse.
- Repairs for the clock in the tower will be starting on August 28th.
- Friends of the Library Board have hired InnoNative Consulting to help lead the organization in board development and getting people to join the Friends of the Library.
- During the SELCO ILS user group meeting on August 7th, officers were elected for the group. They also talked about how the new system is open source and that it seems each library would benefit from a staff person being skilled at code.
- The SELCO (Directors) Advisory meeting was cancelled in August due to lack of agenda items.
- Delane has compiled a new brochure for the fall. The library will host two new programs; Naturalist Andrew Wendt is presenting *Scaly Not Scary* Minnesota's Snakes and Dr. Martha Brown is presenting Lessons from Cambodia.
- The July 31st Storytime was centered around trucks. Public Works brought a dump truck for the kids to explore.
- The library's 95th anniversary was on July 25th. We are preparing for a 100th anniversary celebration by including maintenance projects in the Capitol Improvement Plan in the coming years.

TEEN ADVISORY BOARD REPORT: Langston was not present.

SELCO REPORT:

SELCO Foundation – Sam was appointed our library’s SELCO Foundation representative and became Chairman of the new bylaws committee. The Foundation is transitioning to SMIF to manage the Foundations funds.

SELCO Board – Lisa was not present.

2026 BUDGET:**Process**

- The operating budget was submitted and the library’s first budget meeting was last Monday.

Rice County Funding Request:

- The library requested a 4% increase for 2026.

OTHER: None

NEXT MEETING DATE: September 8, 2025, Great Hall (second floor)

ADJOURNMENT: A motion was made by Mel to adjourn the meeting, and a second by Anneke. All in favor. The motion carried. Meeting adjourned at 6:43 p.m.

Transcribed by Linda Hanson.

Respectfully submitted,
Melissa Kuhl (Secretary)

SELCO – RICE COUNTY AGREEMENT FOR LIBRARY SERVICE

This Agreement made and entered into effective, by and among Southeastern Libraries Cooperating, a non-profit corporation as organized under Minnesota Statutes 317A, also designated as a regional public library system as recognized in Minnesota Statutes 134.20 (hereinafter referred to as "SELCO"), the County of Rice, State of Minnesota (hereinafter referred to as the "County") and the Cities of Faribault, Lonsdale and Northfield operating public libraries established under Minnesota Statutes 134.08, Subd. 3 (hereinafter referred to as the "Libraries").

RECITALS:

- A. The State of Minnesota requires the County, pursuant to the provisions of Minnesota Statutes 134.34 and 134.341 to participate in a regional public library system, as assigned by the Minnesota Department of Education.
- B. SELCO is a regional public library system created pursuant to Minnesota statutes and is designated to serve the County.
- C. SELCO and the Libraries have the authority and responsibility to determine library services to be provided to the County's residents, as per this agreement.
- D. SELCO, the County and the Libraries wish to set forth their relative responsibilities in connection with their relationship under Minnesota statutes. All parties shall provide employment and services to all people without discrimination and shall comply with all federal, state, and local laws, or ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on the basis of race, color, creed, religion, national origin, sex, marital status, or status with regard to public assistance, disability, sexual orientation, or age.
- E. The Board of Commissioners of the County has the continuing authority and responsibility to determine how to distribute the County property tax dollars, a portion of which is to pay for public library services.

NOW, THEREFORE, the parties hereto agree as follows:

- 1. The County will participate in SELCO.
- 2. The County will levy and collect funds on lands not otherwise taxed for library services for the support of library services in the County in accordance with Minnesota Statutes 134.34.
- 3. The County agrees to provide funding to the Libraries at levels determined through negotiation.
- 4. The Libraries and SELCO shall provide library service to the residents of the County at no additional fee beyond those imposed on all library users. By way of illustration, these services may include:
 - a. Onsite use of all library materials, equipment and resources, including public access Internet computers;
 - b. Onsite and remote access to licensed online electronic resources;
 - c. Checkout/circulation privileges for all circulating materials. These may include, but are not necessarily limited to, such items as books, audio and video media, and magazines;
 - d. Walk-in privileges at Minnesota public libraries;
 - e. Interlibrary loan service, accessing items in the 11 county area, as well as statewide access to MnLINK;
 - f. Access to children's services including school visits, pre-school storytimes and summer library programs;
 - g. Onsite reference service;
 - h. Ease of return – check out material from any library and return to any SELCO library;
 - i. Programs for various age groups; and

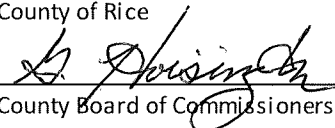
- j. Commitment to cooperate with other community groups.
5. The County shall process quarterly equal payments for distribution to the Libraries.
6. SELCO shall collect necessary data from the County and the Libraries to report to the Minnesota Department of Education by July 1 of each year. The Commissioner of Education will certify to the County and the Libraries the minimum level of support required by Minnesota Statutes 134.34.
7. The Libraries agree to provide the County and SELCO with statistical data based on information gathered by the Minnesota Department of Education as referenced in Minnesota Statutes 134.13.
8. The County may appoint a representative to the SELCO Board of Directors pursuant to Minnesota Statutes 134.341. A vacancy in this position shall be filled in the same manner as the original appointment was made.
9. The term of this Agreement shall be for a period of five (5) years commencing January 1, 2026. The parties agree to negotiate additional terms in good faith beginning a minimum of six (6) months prior to the termination date. If the parties fail to complete negotiations before the expiration of this Agreement, this Agreement shall remain in effect on a month-to-month basis until such negotiations are completed.
10. This Agreement may be terminated by written consent of the Parties.
- a. By written notice from SELCO to the County with notification sent by registered mail, return receipt requested, six (6) months prior to such termination;
 - b. By written notice from the County to SELCO with notification sent by registered mail, return receipt requested, six (6) months prior to such termination.
10. This document states the entire Agreement among the parties about its subject matter. No agreement affecting the subject matter of this Agreement shall be entered into by any of the Parties, unless all Parties are signatories to such agreement. This Agreement may only be changed, modified, or amended through a written instrument signed by all of the parties to it expressly referencing this Agreement. Nothing in this Agreement is intended to limit or restrict County participation in individual city projects related to community infrastructure which may benefit individual libraries.

Southeastern Libraries Cooperating (SELCO)

President of SELCO Board of Directors

Date

County of Rice

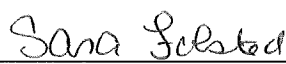


County Board of Commissioners, Chair

7.8.2025

Date

In Witness Whereof, Resolution of the Board of Commissioners of Rice County, Minnesota



County Administrator

7-8-25

Date

City of Faribault on behalf of the Buckham Memorial Library

Mayor

Date

In Witness Whereof, Resolution of the City Council of Faribault, Faribault, Minnesota

City Administrator

Date

Lonsdale Public Library

Library Board President

Date

City of Northfield on behalf of the Northfield Public Library

Mayor

Date

In Witness Whereof, Resolution of the City Council of Northfield, Northfield, Minnesota

City Administrator

Date

