Ramsey County Library Advisory Board
April 16, 2025
Ramsey County Library – Roseville
2180 North Hamline Ave Roseville, MN 55113

I. Call to Order

II. Action Items

    a. Approval of the April Agenda

    b. Approval of 2025 March Meeting Minutes

    c. 2025 Gift Acceptances

III. Discussion Items

    a. Facilities Overview

    b. Annual Report to the State

    c. Award Library Gold Cards

    d. Library Director's Report

    e. Meeting Cancellation

IV. Adjourn

Ramsey County Library Advisory Board Meeting
March 19, 2025
Ramsey County Library – Maplewood
3025 Southlawn Drive, Maplewood, MN 55109

LIBRARY ADVISORY BOARD PRESENT: Kami Miller, Marissa Kirby-Stofferahn, Dawne Brown White, Andrea West, Sandy Doubek, and Molly Jansen

NOT PRESENT: Alex Kovarik

STAFF PRESENT: Pang Yang, Library Director; Ray Lockman, Library Deputy Director; Chuck Wettergren, Digital Services Manager; and Lola Ryan, Library Board Coordinator

CALL TO ORDER
Kirby-Stofferahn called the meeting to order at 6:32 p.m.

ACTION ITEMS
Approval of the March Meeting Agenda
Jansen made a motion to approve the agenda as presented. West seconded the motion, which passed unanimously.

Approval of the 2025 January Meeting Minutes
West abstained from the approval of January meeting minutes due to their absence. Kirby-Stofferahn made a motion to approve the January 15 meeting minutes. Miller seconded the motion, which passed unanimously.

Approval of the 2025 February Meeting Minutes
Brown White abstained from the approval of February meeting minutes due to their absence. Doubek made a motion to approve the February 19 meeting minutes. Jansen seconded the motion, which passed unanimously.

DISCUSSION ITEMS
Volunteer Program
Beth Porter, Program Specialist and Systemwide Volunteer Coordinator at the Ramsey County Library in Shoreview, provided an overview of the library's volunteer program, highlighting key changes and its ongoing impact. In 2024, following updates to the program, Porter has been focused on advancing it, including the conversion of the database to Volgistics. Volgistics is an internet-based volunteer management system that the county subscribes to, offering benefits such as centralization of volunteer data and documents, improved accuracy in tracking volunteer hours, and enhanced reporting capabilities.

As of December 2024, the program has 121 active volunteers assisting in various roles, from circulation support to library programs like Homework Help and PAWS to Read, with plans for further expansion. Porter also shared the financial impact of the Ramsey County Library's volunteer programs in 2024, estimating a contribution of over $300,000. She emphasized the importance of community engagement and outlined plans to increase volunteer involvement, particularly in the Homework Help program. The library continues to seek new volunteers and interns to support its mission and strengthen its community connections.

2026 – 2027 Budget

Yang shared that the 2026-2027 Ramsey County budget process aligns with the Board of Commissioners' vision, mission, and goals, as well as the strategic plans of both the County and the Library. Department budget proposals focus on service delivery, collaboration across Ramsey County, organizational excellence, partnerships, and fiscal sustainability. Library leadership engaged Library Advisory Board members in a 20-minute budget exercise to enhance their understanding of budget management, address the impact of budget changes, and gather recommendations that reflect community values to guide the next biennial budget. The feedback from members during this exercise will help inform future budget decisions.

Library Director's Report

Yang provided the March staff updates and informed Library Advisory Board members that, on March 5th, the Twin Cities metro area experienced significant snowfall, which disrupted Metro Transit services and halted many businesses. Despite these challenges, Ramsey County Library staff ensured that library services remained accessible to the public. Ramsey County is actively addressing leadership vacancies in four management roles across various library locations, with interim management in place for the time being. The library's management team has also completed an assessment to strengthen leadership and communication, continuing development through resilient leadership training.

On April 10, 2025, all libraries will be closed for an In-Service Day focused on training staff in racial justice in library services. Additionally, the library launched the "Take Me Home Library" program, installing movable bookshelves in key community locations such as Today's Harvest, The Community Market, Mental Health Urgent Care, and the Harriet Tubman Center East to provide free books, promote literacy, reduce barriers to books, and encourage library use. Lastly, on March 11, 2025, Ramsey County welcomed Garrison McMurtrey as the newly elected District 3 Commissioner, making history as the first Black man elected to a county board in Minnesota.

ADJOURN

Doubek made a motion to adjourn the meeting at 8:02 p.m. Miller seconded the motion, which passed unanimously.

RAMSEY COUNTY Library

Request for Library Board Action

Meeting Date April 16, 2025	Action Requested Acknowledge	Presented By Pang Yang, Library Director

SUBJECT:

March Donations

BOARD ACTION REQUESTED:

Review and acknowledge donations of up to $5000 made to the Ramsey County Libraries during the month of April:

Donor	Purpose	Branch	Amount
Friends of RCL	Children's Activity Room		$1500.00
Friends of RCL	Undesignated	WB	$1000.00
Friends of RCL	History Program		$500.00
Friends of RCL	Large Print Books		$100.00
Friends of RCL	Book Club in a Bag		$250.00
Friends of RCL	E-books and E-magazines		$250.00
Anonymous	Undesignated	RV	$18.00

_____ **Request for Library Board Action** _____

Request for Library Board Action

Meeting Date	Action Requested	Presented By
April 16, 2025	**Information and Discussion**	**Mickey Ladich, Property Manager**

SUBJECT:

Facilities Overview

BACKGROUND:

Ramsey County Library facilities are managed by Ramsey County Property Management. This overview will cover the following facilities: Maplewood, Mounds View, New Brighton, North St. Paul, Roseville, Shoreview, and White Bear Lake, focusing on the following key aspects:

- Current State
- Square footage
- Amenities
- Past, present, and future projects

BOARD ACTION REQUESTED:

For information and discussion.

RAMSEY COUNTY

Property Management Strategic Planning & Informational Presentation

RAMSEY COUNTY

Meet Property Management

Mission Statement

Property Management's mission is to provide welcoming and accessible facilities for all, through effective and efficient operation of county owned and leased facilities.

Property Management provides direct and indirect services for building operations, makes recommendations for capital investments to preserve county assets, and implements infrastructure and technology projects to improve the experience of residents, utilizing county properties.

Property Management embraces the Ramsey County values of People, Integrity, Community, Leadership and Equity. Property Management is committed to service excellence with a focus on Service to leave every individual with a positive experience and Safety to provide healthy and secure environments.

RAMSEY COUNTY

Property Management Overview

Values and approach

Property Management is one team committed to service excellence beyond Bricks and Mortar:

- Service: Leave every individual with a positive experience.

- Safety: Provide healthy and secure environments.

- Stewardship: Protect our environment and county assets through the wise use of resources.

- Innovation: Commit to continuous improvement.

- Integrity: Demonstrate honesty, respect, and good faith.

- Accountability: Take ownership and responsibility for actions and outcomes.

- Inclusiveness: Provide equitable opportunities for all.

- Collaboration: Build and maintain strong working relationships.

RAMSEY COUNTY

Property Management in the Libraries

- **Library Property Management Deep Dive**
  - **Services Provided**
    - Custodial
    - Maintenance Repairs
      - Plumbing, HVAC, building, electrical, equipment, etc.
    - Utility Management
    - Equipment Management
    - Grounds Maintenance
    - Project Management
    - Library Program Collaboration
  - **Budgets**
    - 2025 Property Management Libraries Operating Budget $1,786,786
    - 2025 Property Management Libraries Capital Improvement Budget $329,662

RAMSEY COUNTY

Ramsey County Libraries at a Glance

- **Maplewood Library**
  - Built in 2007
  - Renovated in 2023
  - Original construction costed $6.9 million dollars.
  - The 2023 renovation costed upwards of $4 million dollars.
  - Sits on a 4.7-acre site.
  - Library is a 31,000 square foot facility.
  - Library has a max occupation of 570 people.
  - Parking can accommodate 186 vehicles.
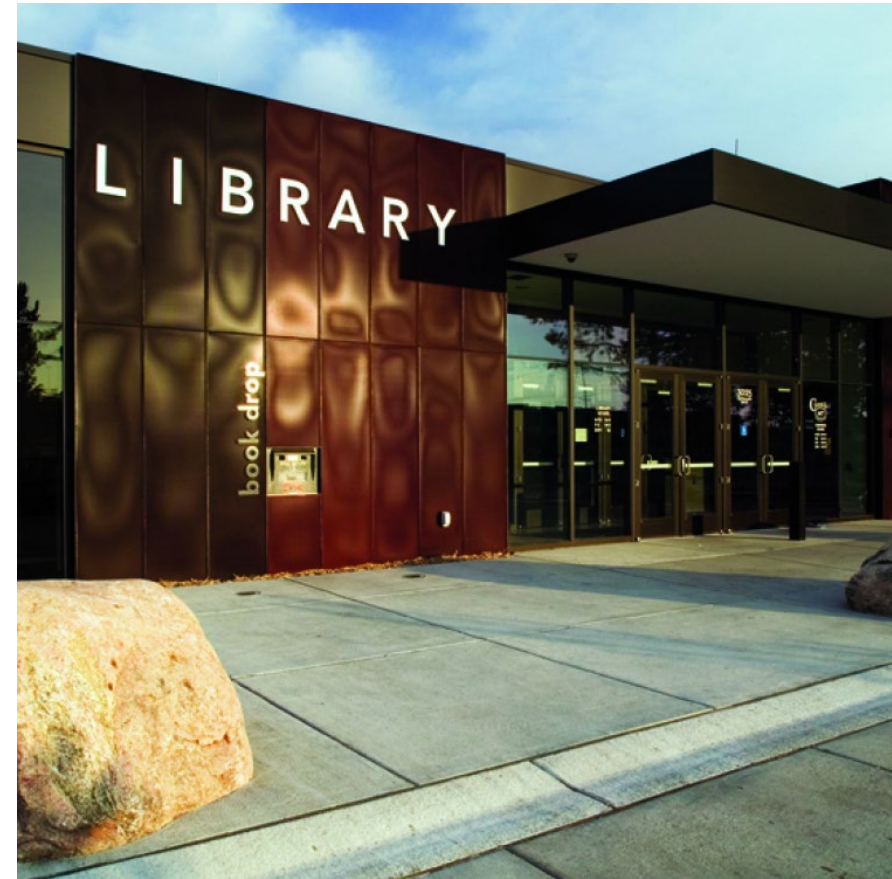
RAMSEY COUNTY

Ramsey County Libraries at a Glance

- **Mounds View Library**
  - Construction started in 1990.
  - Building was last renovated in 2013.
  - Construction fell under a $15 million dollar bonding program to expand the county library system. This included library additions of Mounds View and Shoreview in 1992 and rebuilds of Maplewood and Roseville in 1993.
  - Sits on a 3.8-acre site.
  - Library is a 7,631 square foot facility.
  - Library has a max occupation of 105 people.
  - Parking can accommodate 181 vehicles.

RAMSEY COUNTY

Ramsey County Libraries at a Glance

- **New Brighton Library**
  - Construction started in 2011
  - Construction to add an addition to the lease space costed almost $1 Million dollars.
  - Ramsey County leases the space for $1.00 per year from the City of New Brighton.
  - Library is a 6250 square foot facility.
  - Library has a max occupation of 86 people.

RAMSEY COUNTY

Ramsey County Libraries at a Glance

- **North Saint Paul Library**
  - Construction started in 2003
  - Construction costed $750,000
  - Ramsey County leases the space for $1.00 per year from the City of North Saint Paul.
  - Library is a 3,288 square foot facility. Located in the larger 38,500 square foot community center facility for the City of North Saint Paul.

RAMSEY COUNTY

Ramsey County Libraries at a Glance

- **<u>Roseville Library</u>**
  - Construction started in 1992.
  - facility was last renovated, and additions were added in 2009.
  - The 1992 construction fell under the $15,000,000 bond program.
  - The 2010 renovation, and addition, costed $17,000,000.
  - Facility sits on a 7-acre site.
  - Library is a 73,000 square foot facility.
  - Library has a max occupation of 818 people.
  - Parking can accommodate 332 vehicles.

RAMSEY COUNTY

Ramsey County Libraries at a Glance

- **<u>Shoreview Library</u>**
  - Construction started in 2016.
  - Construction costed $15.8 million dollars.
  - Sits on a 3.1-acre site.
  - Library is a 38,000 square foot facility.
  - Library has a max occupation of 437 people.
  - Parking can accommodate 76 vehicles.

RAMSEY COUNTY

Ramsey County Libraries at a Glance

- **White Bear Lake Library**
  - Construction for the original facility happened in 1974.
  - In 2014 construction began for a remodel and addition.
  - Construction for the 2014 renovation costed $3.3 million.
  - Sits on a .8-acre site.
  - Library is a 16,800 square foot facility.
  - Library has a max occupation of 226 people.
  - Parking can accommodate 30 vehicles.

RAMSEY COUNTY

Property Management Libraries Team

Meet the Staff

The Property Management Libraries Team is represented by 5 full time staff members and 1 part time staff member. Which all consist of 2 - Janitor/Building Guards, 1 - Maintenance Mechanic 2, 1 – Maintenance Mechanic 1, 1 - Maintenance Mechanical Manager, and 1 - Building Services Manager.

RAMSEY COUNTY

Property Management Libraries Team

- Rockney "Rocky" Wittkop
- PT Janitor/Building Guard at the White Bear Lake Library
- Started with the libraries in 1974. (Over 50 years!)

RAMSEY COUNTY

Property Management Libraries Team

- Scott Cook

- Janitor/Building Guard at the Maplewood Library.

- Started with the libraries in 1993. (31 years)

RAMSEY COUNTY

Property Management Libraries Team

- Daniel Wynn
- Building Maintenance Mechanic 2.
- Started with the libraries in 2015. (9 years)

RAMSEY COUNTY
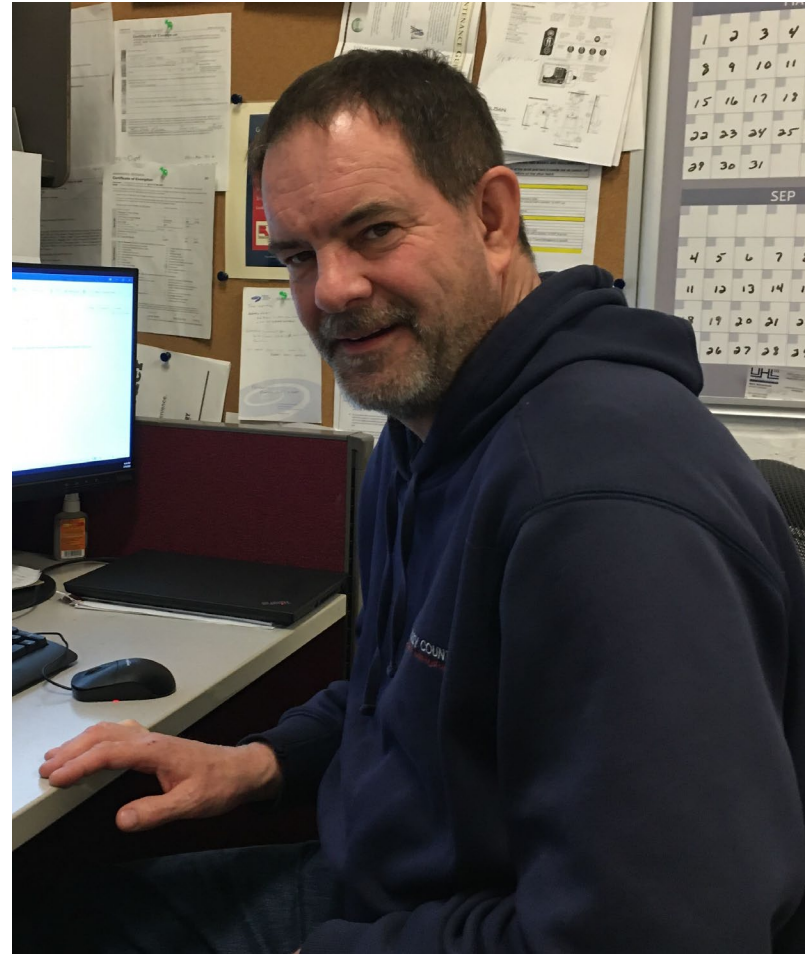
Property Management Libraries Team

- Michael Hernandez
- Maintenance Mechanical Manager.
- Started with the libraries in 2020. (5 years)

RAMSEY COUNTY

Property Management Libraries Team

- Clayton Gardner
- Maintenance Mechanic 1.
- Started with the Suburban Team in February of 2025. (2 months)

RAMSEY COUNTY

Property Management Projects in the Libraries

- **Prior Years Operating Projects**
  - **2022**
    - White Bear Lake parking lot sign.
    - Roseville gas regulator station housing build.
    - White Bear Lake RTU 2 replacement project started.
    - Libraries server migration, which consisted of rolling over BAS and card access systems.
    - Maplewood Library RTU 4 compressor replacement project.
    - Elections
      - Primary and general elections at the Maplewood, Roseville, and White Bear Lake Libraries.
    - Library emergency lockdown buttons for the Maplewood, Roseville, and Shoreview Libraries.
  - **2023**
    - Elections
      - Special and General elections at the Roseville and White Bear Lake Libraries.
    - Roseville Library window repairs.

RAMSEY COUNTY

Property Management Projects in the Libraries

- **Prior Years Operating Projects**
  - **2023 (continued)**
    - AED battery replacements.
    - Shoreview Library admin office reconfiguration collaboration.
    - Tree removals at the Maplewood, Mounds View and White Bear Lake Libraries.
    - Finalization of the RTU 2 replacement at the White Bear Lake Library.
  - **2024**
    - AED cabinet replacements.
    - Elections
      - Both Primary and General elections at the Maplewood, Roseville, Shoreview, and White Bear Lake Libraries.

RAMSEY COUNTY

Property Management Projects in the Libraries

- **Prior Years Operating Projects**
  - **2024 (continued)**
    - Boiler neutralizer kit project.
    - Started work on the Maplewood Library light override switch project.
    - Mounds View Library column repair.
    - Roseville Library children's garden concrete pad installation for children's interactive.
    - Worked with Xcel Energy and their subcontractors to coordinate work that would be done on Hamline Ave. and County Road B. Allowed them to stage some project items in the south lot.
    - Worked with the city of Shoreview on updating the library's landscaping. Work to continue spring of 2025
    - Replaced the entrance area carpet at the White Bear Lake Library.
    - Restriped the White Bear Lake parking lot.

RAMSEY COUNTY

Property Management Projects in the Libraries

- **Prior Years Capital Projects**
  - **2022**
    - Replaced all the exterior cameras at the Maplewood, Mounds View, Roseville, Shoreview, and White Bear Lake Libraries.
    - Completed the Mounds View Library BAS system upgrade.
    - AED pad replacement at all of the libraries.
    - Started work on the Landscape Renovation Project design phase.
    - Replaced all the interior carpet at the Roseville Library.
  - **2023**
    - Striping of parking lots at the Maplewood and White Bear Lake Libraries.
    - Mounds View Library fire panel replacement.
    - Roseville Library fire panel replacement.
    - Roseville Library elevator repairs and water mitigation system repairs for the elevator pit.
    - Replacement of the flagpole at the Roseville Library.

RAMSEY COUNTY

Property Management Projects in the Libraries

- **Prior Years Capital Projects**
  - **2023 (Continued)**
    - Replacement of the boiler venting at the Roseville Library.
    - Coordinated with the Library Department, Project Management, and various vendors to assist in the completion of the Maplewood Library Renovation Project.
  - **2024**
    - Library parking lot repairs at the Maplewood, Roseville, Shoreview and White Bear Lake Libraries.
    - Clearing of landscaping at the Roseville Library.
    - Continued work on the design phase for the Landscape Project.

RAMSEY COUNTY

Property Management Projects in the Libraries

- **Future Library Projects from 6-Year Plan**
  - Replace elevator controls and components at the Roseville Library.
  - Replace the AHUs at the Roseville Library.
  - Mill and overlay the Roseville Library North Parking Lot.
  - Shoreview Library carpet replacement.
  - Replace the White Bear Lake Library fire alarm system.
  - Public area chair rail and architectural wall paneling for common areas, study rooms, and conference rooms.
  - Mill and overlay the Shoreview Library parking lot.
  - Landscape project design implementation.
  - CCure expansion and DMP integration.
  - Mill and overlay the Maplewood Library parking lot.
  - Replace the exterior fencing at the Roseville Library.

RAMSEY COUNTY

Property Management Library Q&A

- Questions:

Request for Library Board Action

Meeting Date April 16, 2025	**Action Requested** Approve Submission	**Presented By** Jeff Eide, Library Manager

SUBJECT:
Annual Report to the State

BACKGROUND:
State Library Services, a division of the Minnesota Department of Education, coordinates a statistical survey on library usage, collection size, staffing distribution, etc. for every library in Minnesota each year. Libraries are required to submit their annual data to the State Library Services Office no later than April 1.

Policymakers, library administrators and the general public use the statistical data to plan and evaluate library development and services. Data for public, academic and state library agencies are available from the Institute of Museum and Library Services (IMLS).

The report is attached as submitted and will be available electronically at https://education.mn.gov/MDE/index.htm after the data has been vetted by State Library Services.

BOARD ACTION REQUESTED:
To recommend the Library Board Chair and Library Director to sign and submit the 2024 Minnesota Public Library Annual Report Approval Form to the Office of State Library Services as mandated.

Ramsey County Library Benchmarking

The Basics

- Circulation
  - 3,104,550
- Visits
  - 803,559
- Program Attendance
  - 62,520
- Cardholders
  - Residents   110,121
  - Reciprocal   42,024
  - 152,145
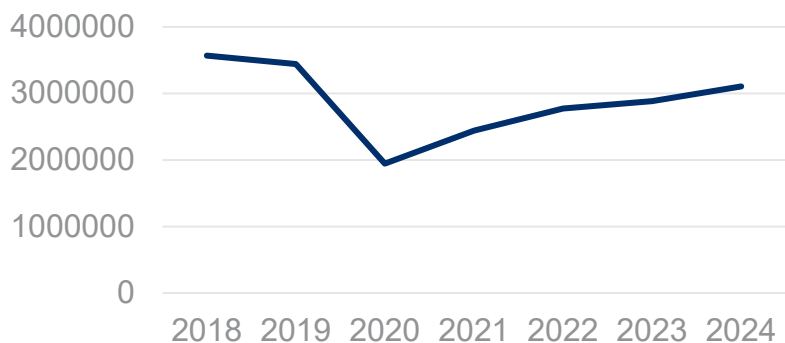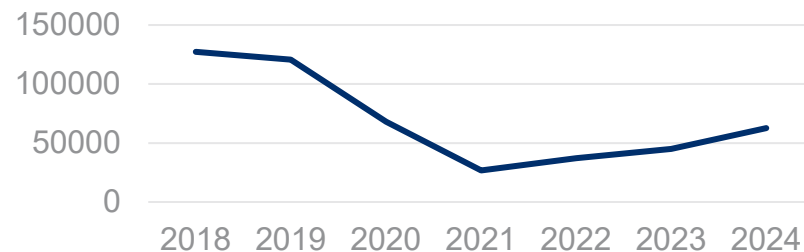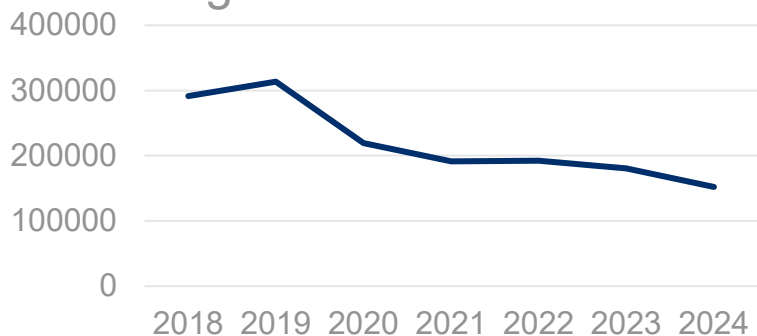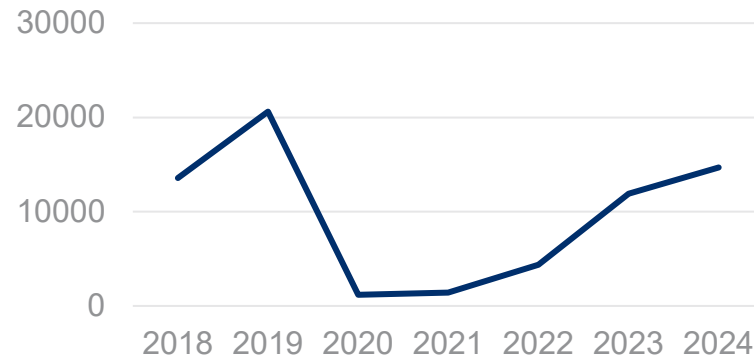
Materials Type Usage

Circulation
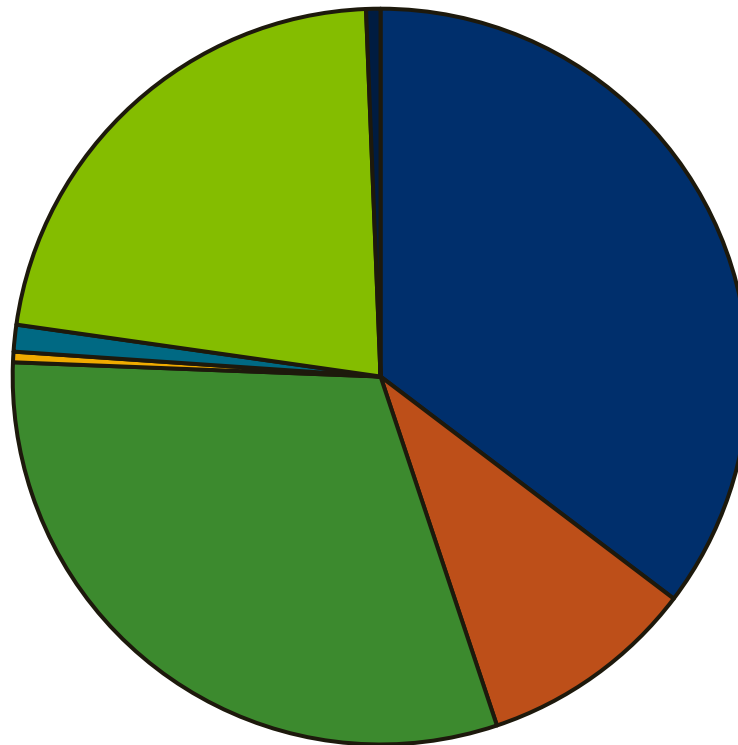
■ e Materials ■ DVDs ■ Kids' Books ■ Audiobooks ■ CDs ■ Adult Books ■ Magazines

Circulation by Item Type
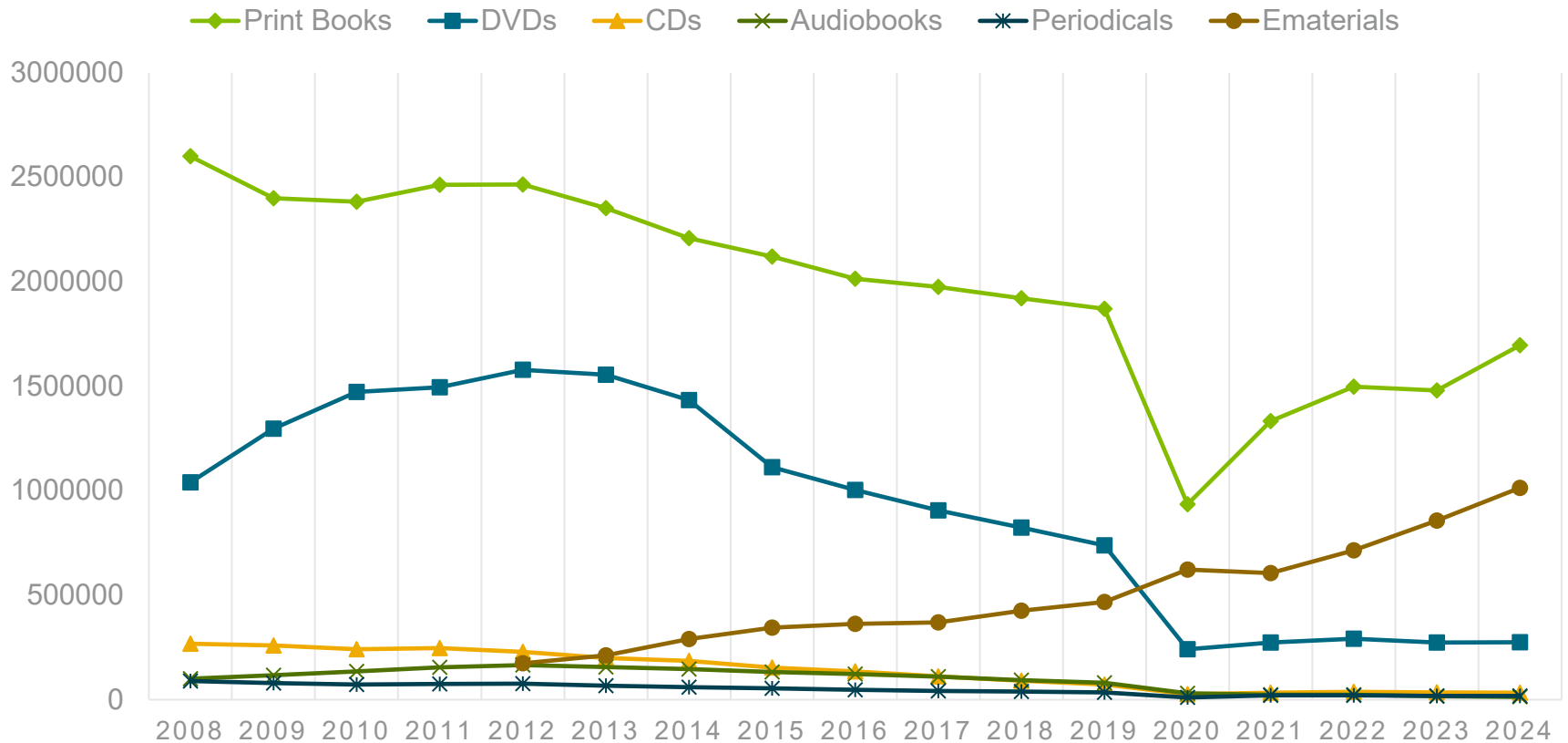
Operating Revenue per Capita

2023

St Paul	$73.02
Hennepin	$55.09
Ramsey	$53.17
Carver	$46.88
MELSA Average	$45.31
Washington	$36.89
Dakota	$33.62
Scott	$33.06
Anoka	$30.75

Collection Expenditures per Capita

2023

Hennepin	$6.65
Dakota	$5.41
St Paul	$5.06
Ramsey	$5.00
Carver	$4.88
MELSA Average	$4.48
Anoka	$3.14
Washington	$3.00
Scott	$2.74

Circulation per Capita

2023

Hennepin	13.3
Dakota	12.2
Carver	12.0
Ramsey	11.7
MELSA Average	10.5
Washington	10.5
St Paul	8.8
Anoka	7.7
Scott	7.5

Visits per Capita

	2023
St Paul	3.69
Ramsey	3.38
Dakota	2.99
Hennepin	2.88
Washington	2.84
MELSA Average	2.77
Carver	2.69
Scott	2.12
Anoka	1.60

Collection Turnover

2023

Dakota	6.18
Anoka	5.43
Washington	4.83
Carver	4.36
MELSA Average	4.25
Ramsey	3.95
Scott	3.70
St Paul	2.83
Hennepin	2.70

In-Person Program Attendance per Capita

2023

Carver	0.47
Washington	0.21
Ramsey	0.19
MELSA Average	0.18
Scott	0.14
Dakota	0.14
St Paul	0.12
Hennepin	0.09
Anoka	0.08

Physical Circulation per Staff FTE

	2023
Dakota	31,505
Washington	24,564
Anoka	24,287
Scott	23,858
Carver	22,778
MELSA Average	22,273
Hennepin	21,801
Ramsey	20,181
St Paul	9,213

Circulation per square ft

2023

Washington	28.27
Dakota	23.55
Anoka	20.47
Carver	17.90
MELSA Average	17.41
Ramsey	15.94
Hennepin	13.84
St Paul	9.77
Scott	9.56

Visits per square ft

2023

	2023
Washington	7.66
Dakota	5.76
Ramsey	4.61
MELSA Average	4.51
Anoka	4.27
St Paul	4.09
Carver	4.01
Hennepin	2.99
Scott	2.71

library <u>visits</u> per capita

<u>circulation</u> per capita

<u>circulation of electronic materials</u> per capita

<u>program attendance</u> per capita

public internet <u>computer use</u> per capita

<u>wi-fi sessions</u> per capita

Questions?

System-Wide
Holdings and Circ
2024

	Holdings	Circ	Turnover (Average circ/yr)	% of total circ	Change in Circ			
					over 1 yr	over 3 yr	over 5 yr	over 10 yr
Juvenile DVDs	9,480	51,324	5.4	1.7%	-5%	2%	-68%	-84%
Adult DVDs	43,287	223,022	5.2	7.2%	2%	0%	-61%	-76%
DVDs - All	52,767	274,346	5.2	8.8%	0%	0%	-63%	-78%
TB/CD	5,119	13,259	2.6	0.4%	-24%	-45%	-75%	-87%
CD	9,802	33,720	3.4	1.1%	-2%	2%	-54%	-82%
Graphic Novels	35,884	178,225	5.0	5.7%	20%	75%	44%	56%
Large Print	7,974	31,031	3.9	1.0%	-3%	8%	-12%	-12%
Adult Fiction	67,516	213,578	3.2	6.9%	2%	11%	-18%	-29%
Mysteries	32,365	109,204	3.4	3.5%	-1%	7%	-26%	-31%
Romance	17,219	47,053	2.7	1.5%	11%	26%	-16%	-39%
Science Fiction	7,872	25,964	3.3	0.8%	15%	21%	-7%	-22%
Westerns	477	904	1.9	0.0%	-9%	-25%	-70%	-76%
Nonfiction	86,187	238,152	2.8	7.7%	1%	3%	-30%	-45%
Adult Books -All	211,636	634,855	3.0	20.4%	2%	8%	-24%	-37%
Easy Nonfiction	14,547	83,239	5.7	2.7%	8%	30%	6%	8%
Easy Fiction	73,026	443,570	6.1	14.3%	2%	25%	-17%	-29%
Juvy Nonfiction	29,034	103,973	3.6	3.3%	10%	42%	2%	-24%
Juvy Fiction	47,197	212,146	4.5	6.8%	2%	2%	-17%	-22%
YA Nonfiction	3,177	4,331	1.4	0.1%	-24%	-25%	-46%	-69%
YA Fiction	13,470	35,215	2.6	1.1%	1%	-14%	-31%	-52%
Children's Books - All	180,451	882,474	4.9	28.4%	3%	18%	-15%	-26%
Periodicals	9,341	18,072	1.9	0.6%	-2%	-15%	-48%	-69%
Videogames	2,817	22,122	7.9	0.7%	2%	29%	-29%	-46%
Energy Meters	90	199	2.2	0.0%	-17%	37%	-40%	-52%
Bookclub in a Bag	172	789	4.6	0.0%	13%	29%	-8%	-16%
E-Books	41,682	496,782	11.9	16.0%	8%	35%	87%	117%
E-Magazines		123,464		4.0%	65%	198%	85%	87%
E Audio	13,501	393,615	29.2	12.7%	21%	101%	191%	716%

jse   4/8/2025

INSTRUCTIONS

The survey is divided into sections, viewable from the left sidebar. You don't have to complete the sections in any particular order; LibPAS saves as you enter data. Select the chevron (>>) to open the navigation sidebar, or select Hide to close it and allow more room for data input. Use the left sidebar to skip from section to section. Use the section titles to display a particular section, or click the blue section heading to collapse or expand each section.

Key Terms:

Data Element - Each question on this survey is called a data element. To see a definition, click on the light blue number next to the data element name. You can see all data element definitions in the **2024 Guide to Data Elements**.

Not Known - Check the "not known" box if your library doesn't collect data about a particular service that you offer. If you don't offer the service, enter zero (0).

Outlet - An outlet is a branch or central library, or bookmobile. Data elements for outlet-level information are indicated by an "m" in the name (as in P06m Visits).

Administrative Entity - The administrative entity is the library system or headquarters. A single-building library is both an administrative entity and an outlet. If you are completing the report for a single-location library, enter your information at the outlet level where possible, and it will be "rolled up" to the administrative entity level.

When you are finished entering data, click **Verify**. LibPAS will look for any discrepancies, and you can either correct them or add a note to resolve the error messages. When the error messages are resolved, click **Submit/Lock**.

For further instructions on using LibPAS, refer to **2024 Minnesota Public Library Annual Report Instructions**.

COMMENTS

Do you have anything to share about 2024 at your library?

CONTACT INFORMATION

G01)	Library Name	Ramsey County Library
G02)	Regional System/Sequence Number	M0700
G03)	Regional Public Library System	MELSA
G05)	Location is a change from previous year	No
G04)	Street Address	4560 N Victoria St
G06)	City	Shoreview
G07)	Zip Code	55126
G11)	County	Ramsey
G08)	Mailing Address	4560 N Victoria St
G09)	City	Shoreview
G10)	Zip Code	55126
G12)	Phone	651-486-2200
G13)	Library Web Address	www.rclreads.org

Director

G14)	Director's Name	Pang Yang
G15)	Director's Phone	651-724-6010
G16)	Director's Extension	46010

G17)	Director's Email Address	pang.h.yang@co.ramsey.mn.us

Report Filer

G18)	Report Filer Name	Jeff Eide
G19)	Report Filer Phone	651-724-6061
G20)	Report Filer Email Address	jeffrey.eide@co.ramsey.mn.us

IMLS Administrative Entity Codes

G21)	Interlibrary Relationship Code	Member of a Federation or Cooperative
G22)	Legal Basis Code	County/Parish
G23)	Administrative Structure Code	Administrative Entity with Multiple Direct Service Outlets where Administrative Offices are Not Separate
G25)	Geographic Code	County or Equivalent, entirety
G26)	Did the legal service area boundary change?	No

Contact Information: Outlet

Outlet Name and System

G01m) Library Name	G02m) Regional System/Sequence Number	G03m) Regional Public Library System
Maplewood Library	M0720	MELSA
Mounds View Library	M0725	MELSA
New Brighton Library	M0715	MELSA
North St Paul Library	M0730	MELSA
Ramsey County Office	M0701	MELSA
Roseville Library	M0740	MELSA
Shoreview Library	M0745	MELSA
White Bear Lake Library	M0750	MELSA

Street Address

G05m) Change from previous year?	G04m) Street Address	G06m) City	G07m) ZIP	*G12m) Phone
No	3025 Southlawn Dr	Maplewood	55109	651-704-2033
No	2576 County Road 10	Mounds View	55112	763-717-3272
No	400 10th Street NW	New Brightton	55112	651-724-6002
No	2290 N 1st St	North St Paul	55109	651-747-2700
No	4560 N Victoria St	Shoreview	55126	651-486-2200
No	2180 North Hamline Avenue	Roseville	55113	651-628-6803
No	4560 North Victoria Street	Shoreview	55126	651-486-2300
No	4698 Clark Avenue	White Bear Lake	55110	651-407-5302

Mailing Address

G08m) Mailing Address	G09m) City	G10m) ZIP	G11m) County
3025 Southlawn Dr	Maplewood	55109	Ramsey
2576 County Road 10	Mounds View	55112	Ramsey
400 10th Street NW	New Brightton	55112	Ramsey
2290 N 1st St	North St Paul	55109	Ramsey
4560 N Victoria St	Shoreview	55126	Ramsey
2180 North Hamline Ave.	Roseville	55113	Ramsey
4560 N Victoria Street	Shoreview	55126	Ramsey
4698 Clark Avenue	White Bear Lake	55110	Ramsey

Population

Enter the number of people who live in the geographic area that your library was established to serve and from which (or on behalf of which) it derives revenue. Include the population of any additional areas that are served under contract. Please use the most recent estimate from **Minnesota State**

Demographic Center-Our Estimates using the tabs for County Data or City & Township Data.

Population: Outlet

	51,829
	13,337
	33,601
	12,486
	0
	47,404
	45,352
	36,189

Population Totals

P01)	Population of the Legal Service Area	240,198

Registered Users

A registered user is a library user who has applied for and received an identification number (e.g., barcode) or card from your library. Include registrations for temporary or electronic-only cards (for example, Overdrive Instant Digital cards).

P05)	Year in Which Registered User Records Were Last Purged	2024

Registered Users: Outlet

P02m) Registered Users - Residents	**P03m)** Registered Users - Reciprocal	***P04m)** Total Registered Users
16,369	5,999	22,368
5,540	1,152	6,692
8,391	1,392	9,783
2,809	956	3,765
988	824	1,812
38,538	22,179	60,717
21,064	3,197	24,261
16,422	6,325	22,747

Registered User Totals

P02)	Registered Users - Residents	110,121
P03)	Registered Users - Reciprocal	42,024
P04)	Total Registered Users	152,145

Visits and Reference

Visits and Reference: Outlet

	P06m) Visits	**P07m)** Reference Transactions
	144,686	42,029
	46,207	20,475
	85,033	21,008
	33,511	7,358
	0	0
	222,278	74,971
	155,272	33,267
	116,572	20,384

Visits and Reference Totals

P06)	Visits	803,559

P07)	Reference Transactions	219,492

Reporting Methods

P60)	Visits Reporting Method	Annual Count
P61)	Reference Transactions Reporting Method	Annual Estimate Based on Typical Week(s)

Public Internet

Public Internet: Outlet

	P08m) Public Internet Computer Sessions	P09m) Public Internet Computer - Usage Type
--Select--	25,438	P08m tallies other computer usage in addition to Internet
--Select--	5,804	P08m tallies other computer usage in addition to Internet
--Select--	13,931	P08m tallies other computer usage in addition to Internet
--Select--	4,138	P08m tallies other computer usage in addition to Internet
--Select--	0	P08m tallies other computer usage in addition to Internet
--Select--	61,280	P08m tallies other computer usage in addition to Internet
--Select--	16,184	P08m tallies other computer usage in addition to Internet
--Select--	8,756	P08m tallies other computer usage in addition to Internet

Public Internet Totals

P08)	Public Internet Computer Sessions	135,531
P09)	Public Internet Computer - Usage Type	P08 tallies other computer usage in addition to Internet
P62)	Public Computer Sessions Reporting Method	Annual Count

Wireless Sessions

Wireless Sessions: Outlet

	*P10m) Wireless Sessions
not known	-1
not known	-1
not known	-1
not known	-1
not known	-1
not known	-1
not known	-1
not known	-1

Wireless Session Totals

P10)	Wireless Sessions	0
P63)	Wireless Sessions Reporting Method	Wireless Not Tracked

Website Visits

Enter the number of visits to the library's website during the year. Usage of library social media accounts such as Facebook or Twitter should not be reported here.

If your library does not have a website, leave this field blank and choose "not applicable" from the drop-down to the right of the field.

If you do have a website, but did not count visits, please choose "not known" from the drop-down.

P32)	Website Visits	--Select--	9,994,035

CIRCULATION

Physical Circulation

Report the total annual circulation including renewals of all physical library materials of all types. Count all physical materials in all formats that are loaned for use outside the library. Include tools, cookware, sports equipment, realia, mobile devices, mobile hotspots and other physical items available for loan. Include interlibrary loan transactions if items were borrowed by library users.

Do not include interlibrary loan items loaned to another library, returns/check-ins, or tax forms.

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

Physical Item Circulation: Outlet

	P13m Designated: Children	**P14m** Designated: Adult	**P15m** No Age Designated	**P16m** Total
	130,884	122,038	0	252,922
	61,598	40,561	0	102,159
	77,905	59,355	0	137,260
	22,111	30,914	0	53,025
	2,718	11,013	0	13,731
	424,196	395,156	0	819,352
	294,818	199,896	0	494,714
	108,336	109,190	0	217,526

Physical Item Circulation Totals

P13)	Children's Circulation	1,122,566
P14)	Adult Circulation	968,123
P15)	Physical Circulation - No Age Designation	0
P16)	Total Physical Circulation	2,090,689

Physical Circulation - Not Print or Audiovisual

P69)	Physical Circulation – Not Print or Audiovisual	29,873

Downloadable Circulation

Electronic materials are distributed digitally online and accessed by computer, the internet, or a portable device such as an e-book reader. Electronic materials include e-books and downloadable electronic audio and video files. Include circulation only for items that require a user authentication and have a limited period of use (due date). Count all checkouts, including renewals.

Include circulation of electronic materials that are part of the library's collection and paid for by the library or supplied by a consortium such as a regional library system.

Do not include circulation of electronic materials that are available for unlimited use, are in the public domain, are not copyrighted, or are kept by the user and not returned to the library.

P17a)	E-book Circulation	496,782
P17b)	E-serial Circulation	123,464
P18a)	E-audio Circulation	393,615
P18b)	E-video Circulation	*not known* -1
P19)	Total Downloadable Circulation	1,013,861

Total Physical and Downloadable Circulation

P20)	Total Circulation	3,104,550

Collection Use Including Electronic Collections

Information from electronic collections is the number of full-content units or descriptive records examined, downloaded, or otherwise supplied to users from online library resources that require user authentication but do not have a loan period. Examining documents is defined as having the full text of a digital document or electronic resource downloaded or fully displayed.

For more guidance, refer to [Successful Retrieval of Information from Electronic Collections](#) on the documentation page.

P29)	Number of Information Retrievals from Electronic Collections	389,208
P30)	Electronic Content Use	1,403,069
P31)	Total Collection Use	3,493,758

Interlibrary Loan

P11	ILL Provided to Other Libraries	12,285
P12	ILL Received from Other Libraries	17,291

PROGRAMS, RECORDINGS, ACTIVITIES

Counting the Number of Programs
A program is any planned event which introduces the group attending to any library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship; and book discussions.

If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Include all programs, whether held on or off site, which are sponsored or co-sponsored by the library. Do not include programs sponsored by other groups that use library facilities.

Note: Do not include library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities. One-on-one services provided by library staff may be counted as reference in P07/P07m.

If your library did not offer these services, enter zero where needed. If you did offer these services but did not or could not keep count, check the "not known" box.

Counting Attendance
Report the total attendance at all programs held during the year, regardless of attendees' ages.

Include attendance any programs that are sponsored or co-sponsored by the library. Do not include attendance at programs sponsored by other groups that use library facilities.

Regardless of the number of formats (onsite, offsite, or virtual) in which a program session is offered, each attendee should only be counted once. Each attendee should be counted in the format category in which they attended the program session.

Program Formats

In-Person Onsite Programs: These are traditional library programs, with people in attendance on library grounds. "Onsite" could mean inside the library building, any attached or detached meeting rooms, attached outside grounds, or any kind of bookmobile programming. Examples include, but are not limited to, a job skills class in the library or a nature program on the library grounds.

In-Person Offsite Programs: These are programs with a live audience in a non-library location. Examples include, but are not limited to, facilitating a book club at a local nursing home, hosting a storytime at a local farmer's market, or visiting a school to present about library services. Do not count home delivery as programming.

Offsite)	In 2024, did your library offer in-person offsite programs?	Yes
Live Virtual)	In 2024, did your library offer live virtual programs?	Yes
Recorded)	In 2024, did your library offer recorded programs?	Yes

In-Person Onsite Programs and Attendance

Include in-person program sessions that also have a virtual attendance option and count them as a single program session.

Report in-person attendance at program sessions that take place at library facilities.

For in-person onsite programs that also have a virtual component, exclude virtual attendance; this should be counted under Live Virtual Views of Programs.

Onsite Programs Intended for Ages 0-5

P70m Onsite Programs for Ages 0-5	P93m Attendance at Onsite Programs for Ages 0-5
50	1,256
83	1,958
49	796
34	991
0	0
120	6,095
119	6,572
79	3,812

Onsite Programs Intended for Ages 6-11

P71m Onsite Programs for Ages 6-11	P94m Attendance at Onsite Programs for Ages 6-11
60	646
16	327
15	623
8	110
0	0
82	746
42	804
74	876

Onsite Programs Intended for Ages 12-18

P72m Onsite Programs for Ages 12-18	P95m Attendance at Onsite Programs for Ages 12-18
20	57
0	0
0	0
0	0
0	0
103	954
97	934
0	0

Onsite Programs Intended for Adults

P73m Onsite Programs for Adults	P96m Attendance at Onsite Programs for Adults
206	1,143
7	54
49	93
4	18
0	0
605	13,682
186	3,582
110	2,768

Onsite Programs Intended for All Ages

P74m Onsite Programs for All Ages	P97m Attendance at Onsite Programs for All Ages
13	827
3	609
8	507
2	122
15	1,162
9	1,148

9	1,103

In-Person Offsite Programs and Attendance

An in-person offsite program session is any planned event that includes an in-person attendance option and takes place somewhere other than the library or the library grounds. Examples include, but are not limited to, facilitating a book club at a local nursing home, hosting a storytime at a local farmer's market, or visiting a school to present about library services.

Offsite Programs Intended for Ages 0-5

P76m Offsite Programs Intended for Ages 0-5	**P99m** Attendees at Offsite Programs for Ages 0-5
0	0
22	462
2	190
0	0
0	0
12	450
18	476
4	208

Offsite Programs Intended for Ages 6-11

P77m Offsite Programs for Ages 6-11	**P100m** Attendees at Offsite Programs for Ages 6-11
4	234
3	704
3	950
0	0
0	0
0	0
14	514
2	125

Offsite Programs Intended for Ages 12-18

P78m Offsite Programs for Ages 12-18	**P101m** Attendees at Offsite Programs for Ages 12-18
0	0
0	0
0	0
0	0
4	1,245
0	0
2	14
1	90

Offsite Programs Intended for Adults

P79m Offsite Programs for Adults	**P102m** Attendees at Offsite Programs for Adults
0	0
0	0
0	0
0	0
1	140
0	0
0	0
0	0

Offsite Programs Intended for All Ages

P80m Offsite Programs for All Ages	**P103m** Attendees at Offsite Programs for All Ages
0	0
0	0
0	0
0	0
0	0

	0	0
	0	0
	0	0

In-Person Program Totals

	Number of Programs	Attendees
In-Person Programs Intended for Ages 0-5	592	23,266
In-Person Programs Intended for Ages 6-11	323	6,659
In-Person Programs Intended for Ages 12-18	227	3,294
In-Person Programs Intended for Adults	1,168	21,480
In-Person Programs Intended for All Ages	59	5,478
Total Onsite Programs	2,277	54,375
Total Offsite Programs	92	5,802

Live Virtual Programs and Views

Enter the number of live, virtual programs during which a library staff member (or other party sponsored by the library) is presenting to or interacting with an audience in real-time. Count each instance of a virtual program as one program.

If your library creates a virtual program that is recorded (not live) and can be viewed at any time, do not count it as a live virtual program. Instead, report it under Recorded Programs.

If you hold a hybrid program that has a partial live in-person audience and a partial live online audience, count it as one in-person program in the target age range. Do count both the in-person attendance as well as the live virtual attendance.

To report attendance at live virtual programs, enter the number of unique views, or peak live views.

	Number of Programs	Views
Live Virtual Programs Intended for Ages 0-5	0	0
Live Virtual Programs Intended for Ages 6-11	0	0
Live Virtual Programs Intended for Young Adults	108	547
Live Virtual Programs Intended for Adults	41	1,182
Live Virtual Programs Intended for All Ages	0	0
Total Live Virtual Programs and Views	149	1,729

Total Programs and Attendance

	Number of Programs	Attendees
Programs Intended for Ages 0-5	592	23,266
Programs Intended for Ages 6-11	323	6,659
Programs Intended for Ages 12-18	335	3,841
Programs Intended for Adults	1,209	22,662
Programs Intended for All Ages	59	5,478
Total Programs and Attendance	2,518	61,906

Recorded Programs and On-Demand Views

This section includes video or audio recordings created by a library staff person (or other party sponsored by the library) and posted to a video or audio hosting platform for the audience to view or listen to on-demand (rather than livestreaming). Only include program presentations posted during the reporting period. Include live program sessions that are recorded and posted online. Count each unique video or audio recording only once regardless of the number of platforms on which it is posted.

	Number of Recorded Programs	On-Demand Views
Recorded Programs for Ages 0-5	0	0
Recorded Programs for Ages 6-11	0	0
Recorded Programs for Young Adults	0	0
Recorded Programs for Adults	41	1,182
Recorded Programs for All Ages	0	0

Total Recorded Programs and Views	41	1,182

Self-Directed Activities

Self-directed activities, like programs, may require staff resources to plan and prepare, design or distribute, and they make take place on or off-site. They differ from programs in that activities are unstructured and depend on the participation of the attendee to create the experience, rather than a structured presentation offered to a group at a set time.

Examples of self-directed activities include story walks, take-and-make activity kits, and online reading challenges.

Self-Directed Activities: Outlet

P49m) Self-Directed Activities	P50m) Participation in Self-Directed Activities
44	3,465
32	
54	2,641
15	620
14	1,463
24	3,139
29	2,509
18	1,898

Self-Directed Activities Totals

Please provide a brief description of the types of activities your library offers as self-directed activities: Scavenger hunts? Online book clubs? Reading challenges? This will help us to be more consistent in how libraries within Minnesota report programs versus self-directed activities, so the more examples, the better!

If your library doesn't offer self-directed activities, please type "None."

SD01) Types of Self-Directed Activities	Scavenger hunts, reading challenges, take-home art kits, take-home maker kits
P49) Self-Directed Activities Total	230
P50) Participation in Self-Directed Activities	15,735

SUMMER LEARNING PROGRAM

U01) What type(s) of summer learning programs did this library offer for youth?	Both reading and learning programs

Summer Learning Age Groups

If the library does offer a Summer Learning Program, provide the intended age-groups for the program. Select all that apply.

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

STAFFING

Please report full time equivalent (FTE) figures as of the last day of the reporting period (December 31). Include all positions funded in the library's budget whether those positions are filled or not. For hours not listed below, divide hours worked by 40 and calculate to two decimal points. Note that data entered into library outlet fields automatically "roll up" into a total for the library administrative entity. The library administrative entity's field is locked.

Common FTE include
5 hours per 40-hour work week =.12 FTE
8 hours per 40-hour work week = .20 FTE
10 hours per 40-hour work week = .25 FTE
12 hours per 40-hour work week = .30 FTE
16 hours per 40-hour work week = .40 FTE
20 hours per 40-hour work week = .50 FTE
25 hours per 40-hour work week = .62 FTE
30 hours per 40-hour work week = .75 FTE
35 hours per 40-hour work week = .87 FTE
40 hours per 40-hour work week = 1.00 FTE

Staff Full-Time Equivalents

Full-Time Equivalents: Outlet

S01m) ALA/MLS Librarian FTE	**S02m)** Other Librarian FTE	**S03m)** Total Librarian FTE	**S04m)** Other Staff FTE	**S05m)** Total Paid Employee FTE
3.88	1.90	5.78	9.50	15.28
1.80	0.00	1.80	2.30	4.10
1.80	0.00	1.80	3.50	5.30
1.30	0.00	1.30	1.30	2.60
7.00	2.00	9.00	16.64	25.64
10.71	3.12	13.83	13.48	27.31
4.28	1.00	5.28	9.26	14.54
2.80	0.00	2.80	3.80	6.60

Full-Time Equivalents Totals

S01) Total ALA/MLS Librarian FTE	33.57
S02) Total Other Librarian FTE	8.02
S03) Total Librarian FTE	41.59
S04) Total Other Staff FTE	59.78
S05) Total Paid Employee FTE	101.37

Selected Salary Schedule

Please provide the hourly pay range for all funded positions, including vacant positions. For example, if the pay rate at your library for an entry-level reference librarian is $15.20 per hour, and the rate for a reference librarian at the highest step is $21.00 per hour, enter $15.20 in the Low column of the Other Librarian row, and $21.00 in the High column.

If no salary schedule is available, list the current hourly pay rate in the Hourly Rate-High column and leave the Hourly Rate-Low column blank.

	Low	High
Regional Director		
Library Director	$57.11	$84.76
Assistant Director	$43.38	$64.48
Branch Manager	$31.27	$47.95
Central Library Manager	$38.58	$57.36
Department Head	$27.81	$57.36
Other Librarian	$26.73	$42.81

Technology Support	$21.36	$42.81
Library Support Staff	$17.53	$35.06
Administrative Support Staff	$22.08	$35.83
Shelver/page	$17.53	$24.47

Union

Please indicate if there is one or more legally recognized organizations representing your employees for the purpose of collective bargaining.

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

HOURS/WEEKS OF SERVICE

Daily Hours

Seasonal) Do any locations operate on seasonal hours?	No

Daily Hours During Regular Service

H01m) Mon	**H02m)** Tue	**H03m)** Wed	**H04m)** Thu	**H05m)** Fri	**H06m)** Sat	**H07m)** Sun
10.0	10.0	10.0	10.0	7.0	7.0	5.0
7.0	0.0	7.0	7.0	7.0	7.0	0.0
7.0	10.0	7.0	7.0	7.0	7.0	0.0
7.0	7.0	7.0	7.0	0.0	7.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0
10.0	10.0	10.0	10.0	10.0	7.0	7.0
10.0	10.0	10.0	10.0	10.0	7.0	7.0
10.0	7.0	7.0	7.0	7.0	7.0	0.0

Daily Hours During Seasonal Service

If the library's weekly schedule is adjusted seasonally for at least 30 or more consecutive days, report the number of hours that the library is open to the public each day during seasonal service, Monday through Sunday.

H19m) Mon	**H20m)** Tue	**H21m)** Wed	**H22m)** Thu	**H23m)** Fri	**H24m)** Sat	**H25m)** Sun

Weeks Open and Weekly Hours Open to the Public

Weeks of Regular Service

H15m) Weeks Open	**H08m)** Weekly Hours
52	59.00
52	35.00
52	45.00
52	35.00
52	0.00
52	59.00
52	59.00
52	45.00

Weeks of Seasonal Service

H27m) Weeks Open - Seasonal	**H09m)** Weekly Hours - Seasonal

Total Hours and Weeks of Service

Total Hours and Weeks of Service: Outlet

	*H11m) Weeks Library was Open	*H12m) Total Annual Open Hours	H20m) Offers Non-staffed Hours
	52	2,968	No
	52	1,750	No
	52	2,212	Yes
	52	1,743	No
	52	[1]0	No
	52	2,968	No
	52	2,968	No
	52	2,235	No

Total Hours and Weeks of Service

H08)	Weekly Hours of Regular Service	337.00
H09)	Weekly Hours of Seasonal Service	0.0
H12)	Total Public Service Hours Per Year	16,844

COLLECTIONS

Report items the library has acquired and catalogued as part of the collection that have been purchased, donated, leased, or licensed by the library, a consortium, the state library, a donor or other person or entity. Include items that are accessed with a library card or at a library location. Items do not have to be included in the catalog. Count items that have a loan period. Do not include items that are retained by the user and not returned to the library.

Count electronic materials at the administrative entity level; do not duplicate numbers at each branch. Do not include microforms, loose sheet music, maps, and pictures.

Physical Materials

Report the number of physical items such as books, CDs, DVDs, and tools or equipment in the library's collection. Count only those items that are available for public use. Include the number of volumes if available. Items which are packaged together as a unit such as two compact discs or two DVDs and intended to be checked out as a unit should be counted as one physical item. Please count items that include two formats such as a book/CD combination in only one category—Print, Audio or Multi-format. If your library is not able to distinguish the physical format of items, please enter the total number of items in C05/C05m) Other Physical Materials. Note that data entered into library outlet fields automatically "roll up" into a total for the library administrative entity. The library administrative entity's field is locked.

Note: Please do not include e-books, e-serials, and downloadable audio and video.

Physical Materials - Outlet

	C01m) Print Materials	C02m) Audio Materials, Physical	C03m) Video Materials, Physical	C04m) Multi-format Materials	C05m) Other Physical Materials	C06m) Total Physical Materials
	71,976	2,088	10,064	82	439	84,649
	34,646	1,274	4,441	27	236	40,624
	32,500	920	2,951	39	225	36,635
	14,384	750	2,265	18	77	17,494
	2,275	200	7	10	212	2,704
	141,515	5,416	15,450	308	1,367	164,056
	89,730	2,518	10,676	122	539	103,585

53,905	1,955	6,990	42	268	63,160

Physical Materials Totals

C01)	Print Materials	440,931
C02)	Audio Materials, Physical	15,121
C03)	Video Materials, Physical	52,844
C04)	Multi-format Materials	648
C05)	Other Physical Materials	3,363
C06)	Total Physical Materials	512,907

Print Serial Subscriptions: Outlet

C07m) Print Serial Subscriptions	
53	
27	
26	
28	
12	
150	
75	
41	

Print Serial Subscriptions Total

C07)	Print Serial Subscriptions	412

Electronic Materials

Electronic materials include downloadable materials distributed digitally and accessed via a computer, the internet or mobile device (e-readers, tablets, etc.). Items must have a loan period and require a library card or user authentication to download. Titles may be linked in a catalog but are not required to be in a catalog. Do not include electronic materials that are in the public domain or not copyrighted.

Report the number of units the library has acquired, including duplicates.

Content obtained through a vendor on a temporary basis is considered part of the collection.

Note: Do not include resources that are available for unlimited use or are kept by the user and not returned to the library. Those resources are counted in Electronic Collections.

Electronic Serial Subscriptions

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query.

C08a)	Does the library provide access to e-serials licensed locally?	No
C08)	Electronic Serial Subscriptions, Licensed Locally, Downloadable	0
C09a)	Does the library provide access to e-serials licensed regionally?	Yes
C09)	Electronic Serial Subscriptions, Licensed Regionally, Downloadable	5,276
C00a)	Does the library provide access to e-serials licensed statewide at no/minimal cost to the library?	No
C10)	Total Electronic Serial Subscriptions	5,276

Electronic Books (e-books)

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics.

C11a)	Does the library provide access to e-books licensed locally?	Yes
C11)	Electronic Books Licensed Locally	41,682
C12a)	Does the library provide access to e-books licensed regionally?	Yes
C12)	Electronic Books Licensed Regionally	111,838
C13a)	Does the library provide access to e-books licensed statewide at no/minimal cost to the library?	Yes
C13)	Electronic Books Licensed Statewide (eBooks Minnesota)	9,872

C14) Total Electronic Books	163,392

Audio Downloadable Units

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions.

C15a) Does the library provide access to e-audio licensed locally?	
C15) Audio - Downloadable Units, Licensed Locally	0
C16a) Does the library provide access to e-audio licensed regionally?	Yes
C16) Audio - Downloadable Units, Licensed Regionally	47,250
C00a) Does the library provides access to e-audio licensed statewide at no/minimal cost to the library?	No
C17) Total Audio - Downloadable Units	47,250

Video Downloadable Units

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions.

Note: Please do not include video files that are in the public domain or non-copyrighted video files with unlimited availability.

C18a) Does the library provide access to e-video licensed locally?	No
C18) Video - Downloadable Units, Licensed Locally	0
C19a) Does the library provide access to e-video licensed regionally?	No
C19) Video - Downloadable Units, Licensed Regionally	0
C00a) Does the library provide access to e-video licensed statewide at no/minimal cost to the library?	No
C20) Total Video - Downloadable Units	0

Electronic Collections

The annual report considers two types of electronic collections:

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information.

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc.

Include electronic collections that are available online or are locally hosted in the library.

Count each electronic collection individually even if it is available through more than one vendor. If the library has multiple electronic collections through one vendor interface, count each electronic collection separately.

Do not include resources available for free (such as Project Gutenberg).

C21a) Does the library provide access to research databases licensed locally?	Yes
C21a) Does the library provides access to online learning platforms licensed locally?	Yes
C21) Electronic Collections Licensed Locally	5
C22a) Does the library provide access to research databases licensed regionally?	Yes
C22a) Does the library provide access to online learning platforms licensed regionally?	Yes
C22) Electronic Collections Licensed Regionally	13
C24) Total Licensed Electronic Collections, Local/Regional/Other Cooperative Agreement	18
C25a) Does the library provide access to research databases provided statewide at no/minimal cost to the library?	Yes
C25a) Does the library provide access to online learning platforms provided statewide at no/minimal cost to the library?	Yes
C25) Electronic Collections Licensed Statewide (eLibrary Minnesota)	51
C26) Total Electronic Collections	69

FACILITIES

F01) Central Libraries	1
F02) Branch Libraries	6

F03)	Bookmobiles	0
F04)	Supplementary Services	0

Outlet Types

	F05m) Outlet Type Code	F06m) Number of Bookmobiles
	Branch Library	0
	Branch Library	0
	Branch Library	0
	Branch Library	0
	Office	0
	Central Library	0
	Branch Library	0
	Branch Library	0

Buildings

F07m) Facility Type	F08m) Square Feet	F09m) Year Built	F10m) Latest Year Remodeled	F11m) Previous Years Remodeled
M	31,000	2007	2023	
L	8,000	1990	2013	
G	6,250	1994	2011	
S	3,288	2005		
L	10,000	2016		
L	73,000	1993	2010	
L	28,000	2016		
L	16,800	1974	2015	

Computers

Report the number of the library's Internet computers (desktops, laptops and mobile devices), whether purchased, leased or donated, used by the staff or public in the library. Do not include computers that connect to the Internet for a dedicated purpose (e.g., solely to access an OPAC or specific database).

Computers - Outlet

F12m) Staff Internet Computers	F13m) Public Internet Computers	F14m) Mobile Internet Devices for Onsite Use	F15m) Total Public Internet Computers/Devices
18	55	2	57
9	20	1	21
8	25	1	26
4	13	1	14
28	0	100	100
40	140	3	143
14	49	9	58
11	32	12	44

Computer Totals

F12)	Staff Internet Computers	132
F13)	Public Internet Stationary Computers	334
F14)	Public Internet Mobile Devices for On-site Use	129
F15)	Total Public Internet Computers/Devices	463

Fiber Optic Connections

	F16m) Fiber Optic to Library Building	F17m) Category 6 or Better Wiring within Library
	Yes	Category 6
	Yes	Category 6
	Yes	Category 6

Yes	Category 6
Yes	Category 6
Yes	Category 6
Yes	Category 6
Yes	Category 6

Public Internet Speeds

An Internet speed test measures broadband connection parameters by sending a small file from the server and measuring the time it takes to download and then upload the file back to the server. Please test the upload and download speeds for your public computers using Ookla's Speedtest (www.speedtest.net/).

Test using a public computer when all or most of the library's Internet computers are in use.

	F19m) Typical Internet Download Speed for Public Computers	**F21m)** Typical Internet Upload Speed for Public Computers
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)
	500.1 Mbps - 1 Gbps (billions of bits per second)	500.1 Mbps - 1 Gbps (billions of bits per second)

Wi-Fi Availability

Wi-Fi is a wireless networking technology that allows public Internet access using mobile devices. Pre-filled with the number of outlets that offer public access Wi-Fi service—Please review and update as needed. Wi-Fi is a wireless networking technology that allows public Internet access using mobile devices.

Wi-Fi Availability - Outlet

	F22m) Wi-Fi Available to Public
	Yes
	Yes
	Yes
	Yes
	No
	Yes
	Yes
	Yes

Wi-Fi Availability Totals

F22) Outlets with Wi-Fi Available to Public		7

Meeting Rooms

A meeting room is a separate space in a library building set aside for meetings. The library may or may not charge a fee for the use of the room.

Meeting Rooms - Outlet

	F23m) Meeting Room Available for Public Use
	Yes
	Yes
	No
	No
	No
	Yes
	Yes

	Yes	

Meeting Room Totals

F23) Outlets with a Meeting Room   5

Non-Library Sponsored Events

Non-Library Sponsored Events - Outlet

	1,324
	142
	0
	0
	0
	1,012
	1,156
	420

Non-Library Sponsored Event Totals

F24) Non-Library Sponsored Events   4,054

POLICIES/PLANS

Libraries have written policies for service, collection, personnel and operations. Plans state the library's role, vision for the future, and services to be implemented or changed. Policies and plans set standards and guide staff members in making day-to-day decisions. The following are typical public library policies and plans. Enter the year, for example "2025", that your library most recently updated each policy or plan. Enter "NONE" if your library does not have a particular policy or plan.

D01)	Strategic Plan	2022
D02)	Disaster Plan	2017
D03)	Policy Manual	2023
D04)	Records Retention Schedule	2008
D05)	Building Accessibility Plan	2010
D06)	Technology Plan	2022
D07)	Internet Acceptable Use Policy	2017
D09)	Collection Development Policy	2017

Overdue Fine Policy

Answer Yes or No to the following question: as of the end of the reporting period (Dec 31 of last year), does the library charge overdue fines to any users when they fail to return physical print materials by the date due?

NOTE: Overdue fines are monetary penalties that typically increase according to the number of days the materials are overdue. Overdue fines are not replacement costs for lost or damaged materials.

D08)	Overdue Fine Policy	No

COMMUNITY ENGAGEMENT

Outreach Services

Report Yes if your library provides outreach services to organization types listed below. Outreach refers to library services provided to community groups or organizations or work with another agency to deliver services. Outreach may involve, but does not require, library staff visits to a location outside the library. If the pre-filled answer is incorrect, please correct.

Adult Basic Education	Yes
Adult Literacy Organization	Yes
Arts Organization	No

Correctional Facility	Yes
Cultural Communities	Yes
Disability Organization	Yes
Early Childhood Organization	Yes
Homeschool Organizations	No
School (K12)	Yes
Senior-Centered Organization	Yes
Service to Homebound	Yes
Social Services Organizations	Yes
Veterans Organization	No
Workforce Development	Yes
Youth Development Organization	Yes
Other - please specify	none

Community Partnerships

Community engagement depends upon partnerships with diverse stakeholders from public and private spheres. The library establishes partnerships to enhance the library's capacity, impact and ability to address community needs such as homelessness, immigration, poverty, racial equity, public safety, economic development, public health, and environmental sustainability.

When two or more organizations create a partnership, they can engage with one another to varying degrees.

- Partners communicate information by attending meetings, distributing promotional materials, setting up displays, making presentations, etc. in order to raise awareness of community needs.

- Partners provide mutual assistance in working toward a common goal by sponsoring activities or recruiting volunteers to address community needs.

- Partners work together to jointly develop and deliver a program or service by sharing staff, resources, and costs for the benefit of participants.

O12) Does this library partner with one or more community organizations or groups in order to address a community need?	Yes

Level of Engagement

If the library engages with multiple partners, select any or all of the degrees of engagement that the library has with any of its partners. Select Yes if the library engages with partners at this engagement level. Click on the data element code, e.g. O13a, to read the definition of that engagement level.

O13a) Communicative	Yes
O13b) Cooperative	Yes
O13c) Collaborative	Yes
O14) Does this library measure the impact on the community due to the partnership's efforts?	No

Volunteers

Volunteers are individuals who perform a service willingly and without pay. Volunteers can be any age but are usually 14 years of age or older. Volunteer tasks in the library include, but are not limited to, creating library displays, maintaining the condition of physical materials, assisting with annual book sales, making library customers' visits welcoming and successful, assisting with library programs, assisting customers with computer applications, and returning materials to library shelves. Do not include court-mandated community service or internships. You may use sampling to determine the number of volunteer hours.

Note: Please select "not known" if your library does not count the number of volunteers or volunteer hours. If your library does not track teen volunteers and hours separately, report the total number of volunteers and hours under the adult categories.

O15) Does this library have a volunteer program for individuals or groups to complete tasks willingly and without pay?	Yes

Volunteers and Volunteer Hours

Note: Please select "not known" if your library does not count the number of volunteers or volunteer hours. If your library does not track teen volunteers and hours separately, report the total number of volunteers and hours under the adult categories.

O16m) Teen Volunteers	**O17m)** Adult Volunteers	**O18m)** Teen Volunteer Hours	**O19m)** Adult Volunteer Hours	**O20m)** Total Volunteers	**O21m)** Total Volunteer Hours
13	13	*not known* -1	1,082	13	1,082

not known -1	3	*not known* -1	180	3	180
not known -1	10	*not known* -1	589	10	589
not known -1	1	*not known* -1	22	1	22
not known -1	27	*not known* -1	297	27	297
not known -1	33	*not known* -1	3,384	33	3,384
not known -1	31	*not known* -1	2,080	31	2,080
not known -1		*not known* -1	1,629	0	1,629

Total Volunteers and Volunteer Hours

O20)	Total Number of Volunteers	118
O21)	Total Number of Volunteer Hours	9,263

BOARD, FOUNDATION, FRIENDS

Board of Trustees

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

Library Foundation

A foundation is a non-profit organization with funds managed by its own trustees that provide a stable source of income for a library through investments of the principle.

I04)	Does this library have a foundation?	No
I05)	Foundation Name	

Friends Group

A Friends group is an organized group that supports a library through financial contributions for specific projects, volunteers and/or advocacy.

I06)	Does this library have a Friends Group?	Yes
I07)	Friends Group Name	Friends of the Ramsey County Libraries

Friends Group - Outlet

I06m) Does this library have a Friends Group?	**I07m)** Friends Group Name
No	
No	
No	
No	
No	
No	
No	

FINANCIAL DATA

This report collects detailed information on operating revenue and expenditures and capital revenue and expenditures. Financial information is categorized as direct, indirect and in-kind. Please report all operating revenue and expenditures in the first section, all capital revenue and expenditures in the following section, and in-kind contributions to the library in the last section. Reported revenue sources include but are not limited to state, federal, city and/or county governments. Round all entries to the nearest whole dollar.

If there is no amount for any category, enter "0" zero.

Note: See Operating Revenue Line Items to determine how to report specific financial information.

Operating Revenue

Report direct (funds received by your library) and indirect (expenses paid on behalf of your library) for operating purposes as operating revenue. Operating revenues pay for staff salaries/benefits, collections, building maintenance, some types of equipment, and other recurring costs needed to support the delivery of library services. Do not include revenue received for major capital expenditures, revenue passed through to another agency (e.g. fines), or funds unspent in the previous fiscal year (i.e. carryover).

Note: Funds transferred from one public library to another public library are only reported by one of the public libraries. Please contact State Library Services to determine if your library should report transferred funds.

Local Government Operating Revenue

Report all funds distributed by local government to the public library for operating expenses.

R01) Local Government Operating Revenue - City Direct		
R02) Local Government Operating Revenue - City Indirect		
R03) Local Government Operating Revenue - City Total	$0	
R04) Local Government Operating Revenue - County Direct	$13,305,592	
R05) Local Government Operating Revenue - County Indirect		
R06) Local Government Operating Revenue - County Total	$13,305,592	
R07) Local Government Operating Revenue - Other Local Government Direct		
R08) Local Government Operating Revenue - Other Local Government Indirect		
R09) Local Government Operating Revenue - Other Local Government Total	$0	
R10) Total Local Government Operating Revenue	$13,305,592	

State Government Operating Revenue

Report all funds distributed by state government to a public library for operating expenses. Include funds from sources such as penal fines, license fees, mineral rights, and funds from consolidated taxes authorized by state legislation (revenue may be from multiple sources). Do not include federal funds passed through a state agency, grant fiscal agent, regional public library system, or multicounty, multitype library system.

Note: R11, R12, and R13 are reported only by the offices of regional public library systems (ALS, ECRL, GRRL, LARL, MELSA, PCLS, PLS, SELCO, TDS, VLS). If you are completing this report for a member library, enter zero in R11, R12, and R13.

R11) State Government Operating Revenue - Arts & Cultural Heritage Fund	$0
R12) State Government Operating Revenue - Regional Library Basic System Support	$0
R13) State Government Operating Revenue - Regional Library Telecommunications Aid	$0
R14) State Government Operating Revenue - State Other	$0
R15) Total State Government Operating Revenue	$0

Federal Government Operating Revenue

Report all funds distributed by the federal government to a public library for operating expenses. Include federal funds distributed by the state such as a Library Services and Technology Act (LSTA) grants.

Note: E-rate reimbursements and e-rate discounts are not federal funds. Report E-rate amounts in Other Operating Revenue.

R16) Federal Operating Revenue-Federal Library Services & Technology Act	
R17) Federal Operating Revenue-Federal Direct	$62,262

R18) Federal Operating Revenue-Federal Indirect	
R19) Total Federal Operating Revenue	$62,262

Regional System Operating Revenue

Report all funds distributed by the regional public library system to the public library for operating expenses.

R20) Other Operating Revenue - Regional System Direct	$247,354
R21) Other Operating Revenue - Regional System Indirect	
R22) Other Operating Revenue - Regional System Total	$247,354

Multicounty, Multitype Operating Revenue

Report all funds distributed by the multitype, multicounty library system to the public library for operating expenses.

R23) Other Operating Revenue - Multicounty, Multitype Direct	
R24) Other Operating Revenue - Multicounty, Multitype Indirect	
R25) Other Operating Revenue - Multicounty, Multitype Total	$0

Other Operating Revenue

Report all funds distributed by any source other than the city, county, state, and federal government as well as the regional public library and multitype, multicounty library systems to the public library for operating expenses.

R26) Other Operating Revenue - Other Direct	$275,876
R27) Other Operating Revenue - Other Indirect	
R28) Other Operating Revenue - Other Total	$275,876
R29) Total All Other Operating Revenue	$523,230

Total Operating Revenue

R30) Total Operating Revenue	$13,891,084

Operating Expenditures

Operating expenditures are the costs of operating a library and providing library service on a day-to-day basis. Payments are made from direct revenue sources as well as indirect payments made on behalf of your library by other government agencies. Do not report estimated or in-kind payments.

Personnel Expenditures

Report the amount spent for library employees including salaries and benefits.

E01) Salaries & Wages	$5,793,622
E02) Employee Benefits	$2,403,217
E03) Total Personnel Costs	$8,196,839

Collection Expenditures

Report the amount spent for each collection format. If your library does not track expenses by format, enter the total expenditures for print books, audio, video, and other materials in a physical format in E10) Collection Expenditures - Other Materials - Other Physical Materials.

Print Materials Expenditures

E04) Collection Expenditures - Print Materials	$608,759

Electronic Materials and Collections Expenditures

E05) Collection Expenditures - Electronic Materials - Electronic Books	$217,600
E06) Collection Expenditures - Electronic Collections	$207,619
E07) Collection Expenditures - Other Electronic Materials	$5,370

Other Materials Expenditures

E09) Collection Expenditures - Other Materials - Audio & Visual Physical Materials	$123,244
E10) Collection Expenditures - Other Materials - Other Physical Materials	$33,909

E11) Collection Expenditures - Other Materials	$157,153

Total Collection Expenditures

E16) Collection Expenditures - Physical Materials Total	$765,912
E08) Collection Expenditures - Electronic Materials Total	$430,589
E12) Total Collection Expenditures	$1,196,501

Other Operating Expenditures

Please include all expenditures not already reported as personnel or collection, such as expenses for supplies, repair or replacement of existing furnishings and equipment; and cost of computer hardware and software, broadband access, contracts for services, such as costs of operating and maintaining physical facilities, and fees paid to a consultant, auditor, architect, attorney, etc.

E13) Other Operating Expenditures	$4,858,494

Total Operating Expenditures

E14) Total Operating Expenditures	$14,251,834
E15) Expenditures (E14) equal to or less than Income (R30)?	No

Capital Revenue

Report all revenue received for major capital expenses by source. Include funds received for construction projects (site acquisition, additions, renovations, new buildings); furnishings, equipment, and initial collections for new buildings, additions, or renovations; computer hardware and software; and vehicles. Do not include revenue received for replacement and repair of furnishings and equipment or investments for capital appreciation.

Note: Local accounting practices determine whether a specific item is a capital expense or an operating expense.

Local Government Capital Revenue

Report all funds distributed by a city, county or other government agency to the public library for capital expenses.

R31) Local Government Capital Revenue - City Direct	
R32) Local Government Capital Revenue - City Indirect	
R33) Local Government Capital Revenue - City Total	$0
R34) Local Government Capital Revenue - County Direct	$3,274,338
R35) Local Government Capital Revenue - County Indirect	
R36) Local Government Capital Revenue - County Total	$3,274,338
R37) Local Government Capital Revenue - Other Local Government Direct	
R38) Local Government Capital Revenue - Other Local Government Indirect	
R39) Local Government Capital Revenue - Other Local Government Total	$0
R40) Total Local Government Capital Revenue	$3,274,338

State Government Capital Revenue

Report all funds distributed by the state to the public library for capital expenses.

R41) State Government Capital Revenue - Library Construction Grants	
R42) State Government Capital Revenue - State Other	
R43) Total State Government Capital Revenue	$0

Federal Government Capital Revenue

Report all funds distributed by the federal government to the public library for capital expenses.

R44) Federal Government Capital Revenue - Federal Library Services & Technology Act	
R45) Federal Government Capital Revenue - Other Federal Direct	
R46) Federal Government Capital Revenue - Other Federal Indirect	

R47)	Total Federal Government Capital Revenue	$0

Regional System Capital Revenue

Report all funds distributed by a regional library system to the public library for capital expenses.

R48)	Other Capital Revenue - Regional System Direct	
R49)	Other Capital Revenue - Regional System Indirect	
R50)	Other Capital Revenue - Regional System Total	$0

Other Capital Revenue

Report all funds distributed by an agency other than a city, county, state, federal agency, or regional library system to the public library for capital expenses. Other agencies might include foundations, businesses or private donors.

R54)	Other Capital Revenue - Other Direct	
R55)	Other Capital Revenue - Other Indirect	
R56)	Other Capital Revenue - Other Total	$0

Total Capital Revenue

R57)	Total Regional System and Other Capital Revenue	$0
R58)	Total Capital Revenue	$3,274,338

Capital Expenditures

Report all expenses paid for major capital projects including construction projects (site acquisition, additions, renovations, new buildings); furnishings, equipment, initial collections for new buildings, additions and renovations; computer hardware and software; and vehicles. Do not include expenses for replacement and repair of furnishings and equipment or investments for capital appreciation.

EC01)	Total Capital Expenditures	$2,714,913

In-Kind Contributions

In-kind revenue is payment given in the form of goods or services rather than money. In-kind contributions include services or the value of any non-monetary gifts and donations. Examples are the value of volunteer hours, donated materials, when a grantor paid a program presenter directly, an artist donated a work of art, a book collector gave the library a set of books, or a library received coupons from a local business offering free merchandise or discounts for library reading program participants. Estimate the monetary value based on what the actual cost would be.

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	$0

In-Kind Contributions by Expenditure Area

Report the value of in-kind contributions for the following operating expenses. Estimate the monetary value based on what the actual cost would be.

EKA01)	Personnel	
EKA02)	Collection	
EKA03)	All Other Operating Expenditures	
EKA04)	Total In-Kind Operating Contributions	$0

In-Kind Capital Contributions

Report the estimated value of in-kind contributions for capital expenses by the source. Estimate the monetary value based on what the actual cost would be.

R63)	In-Kind Capital Contributions - City	
R64)	In-Kind Capital Contributions - County	
R65)	In-Kind Capital Contributions - All Other	
R66)	Total In-Kind Capital Contributions	$0

[1], ***H12m)** Admin offices, no public services (*0-2025-03-31*)

Request for Library Board Action

Meeting Date	Action Requested	Presented By
Meeting Date April 16, 2025	**Action Requested** Award Gold Cards	**Presented By** Pang Yang, Library Director

SUBJECT:
Award Library Gold Cards

BACKGROUND:
Ramsey County Library awards gold cards to retirees, volunteers, and other individuals whose contributions have enhanced the services provided to library patrons.

BOARD ACTION REQUESTED:
To award Library Gold Cards to Angie Miller, Karen Byerly, Diana Diego, Meg Robertson, Nicloe Herold, and Therese Sonnek as symbols of appreciation for their contributions to the Ramsey County Library and to authorize the Library Director to sign the Gold Card certificates.

_____ **Request for Library Board Action** _____

LIBRARY DIRECTOR'S REPORT   April 2025

April Staff Updates:	Hired:	Krista Hoitomt, New Brighton
	Transferred:	Beki Bjork, Technical Services
	Promoted:	Paige Fuller, Technical Services
	Retired:	Therese Sonnek, White Bear Lake
		Diana Diego, Technical Services
		Karen Byerly, Shoreview

Important Dates: All libraries will be closed on Monday, May 26, 2025, in observance of Memorial Day.

In Service Day
All Ramsey County Libraries closed on April 10 for staff and team development. All Library staff had an opportunity to engage in culture transformation work and learn how the human need for significance and safety informs how we serve patrons.

Capital Improvement
Ramsey County Library went before the Capital Improvement Program's Citizens' Advisory Committee to request support for the renovation of Mounds View Library. The Capital Improvement Program's Advisory Committee comprises 14 community members appointed by the county board, representing geographic areas across Ramsey County, who review capital improvement requests and make recommendations to the county board. Ramsey County Finance and County Manager staff support this board. Library staff made a request for $4 million for the improvement of Mounds View Library for expansion of square footage, improvements to the layout, compliance with ADA, and updates to the children's area.

National Library Updates
On March 14th, the current presidential administration issued an executive order eliminating non-statutory function, including the Institute of Museum and Library Services (IMLS). IMLS's mission is to advance, support and empower America's museums, libraries and related organizations through grantmaking, research and policy development. IMLS provides funding to libraries through two different streams: grants directly distributed to libraries and through states, which then funnel dollars through competitive grant processes via Library Services and Technology Act (LSTA). These dollars have been important for us to pilot and launch innovative programs and services. While we are not currently IMLS or LSTA grant recipients, our most recently received grant dollars supported our outreach services and Pop-Up Library programs in 2020, STEAM Kits in 2019, and Digital Storytelling programs in 2018-2019. More information on the executive order and personal actions you may take is available through the American Library Association, which has gathered an FAQ and issued a statement.

Pang Yang