



REGIONAL LIBRARY BASIC SYSTEM SUPPORT REPORT OF RESULTS AND EXPENDITURES

FY24 (July 1, 2023 - June 30, 2024)

Amended

This report is provided as required by Minnesota Rules, Chapter 3530.

Name and address of regional public library system: Great River Regional Library 1300 W. St. Germain Street, St. Cloud, MN 56301

Name, phone number and e-mail address of regional public library system administrator: Karen Pundsack Executive Director (320)650-2512 fax (320)650-2501 karenp@grrl.lib.mn.us

Please estimate the number of people who received services provided with Regional Library Basic System Support (RLBSS): 503,681

By signing, we certify that the data and information contained in this report are true and correct to the best of our knowledge and belief:

Signature:

Name: Jayne Dietz
Chair, Governing Board
Date: 07/15/2025

Signature:

Name: Karen Pundsack
Regional Public Library System Administrator
Date: 07/15/2025

Please send one PDF copy of the signed report to Emma De Vera at emma.devera@state.mn.us by October 1, 2024.

Report of Accomplishments

Overall Results

At a Glance – Please provide a few quick statistics that summarize your FY24 results:

2024 Qtr 2 YTD cumulative	
Resident Borrowers Number of residents with active library card	95,194
New Borrowers Number of new registrations for a library card	10,555
Circulation Number of books and media borrowed by patrons (not digital)	1,176,728
Active Digital Library Users Number of borrowers using the Digital Library	63,717
Digital Library Checkouts Number of eBooks and eAudiobooks borrowed	226,471

Individual Programs

Briefly highlight the programs/services/activities that took place during FY24, using the format below for each. Please include as many programs needed to fully describe your activities and limit the narrative for each program to 200-250 words.

Description of Program: Resource sharing throughout the six-county region

Please describe what you did through this program: **Provided and maintained a physical and digital collection and coordinated library services across all 32 libraries.**

- What was the goal of your program? **Provide services to advance users' literacy skills.**
- Who was served by this program? **Library users in Central Minnesota**
- How did this program contribute to your organization's mission and strategic plan goals?
Objective 2: Expand the eBook, eAudiobook and database collection. Objective 3: Enhance the physical collection of library materials.

Program Outcomes – Please provide one or more performance measures, including two data points for each and the dates of those data points.

Name of measure	FY2023 data 2023 Qtr 2 YTD cumulative	FY2024 data 2024 Qtr 2 YTD cumulative
Resident Borrower Numbers Number of residents with active library card	88,422	95,194
New Borrowers Number of new registrations for a library card	10,464	10,555
Circulation Number of books and media borrowed by patrons (not digital)	1,225,979	1,176,728
Active Digital Library Users Number of borrowers using the Digital Library	46,479	63,717
Digital Library Checkouts Number of eBooks and eAudiobooks borrowed	184,795	226,471

Description of Program: Provide a unified integrated library system experience for GRRL users

Please describe what you did through this program: **Provide a unified integrated library system experience for GRRL users**

- What was the goal of your program? **Provided a unified library catalog and website for the six-county area**
- Who was served by this program? **Library users in Central Minnesota**
- How did this program contribute to your organization's mission and strategic plan goals? **Goal: Library users will experience effective and efficient library service and up-to-date library technology each time they use GRRL through a well-maintained infrastructure focused on continuous improvement and process simplification.**

Program Outcomes – Please provide one or more performance measures, including two data points for each and the dates of those data points.

Name of measure	FY2023 data	FY2024 data
Public Internet sessions	32,878	34,794
Online catalog requests	348,861	351,099

Description of Program: Enhance communication among staff around the region and provide professional development opportunities.

Please describe what you did through this program: **Enhance communication among staff around the region and provide professional development opportunities.**

- What was the goal of your program? **Enhance efforts to offer effective and welcoming library service.**
- Who was served by this program? **Library users in Central Minnesota**
- How did this program contribute to your organization’s mission and strategic plan goals?
Objective 1: Increase training to support access and awareness.

Program Outcomes – Please provide one or more performance measures, including two data points for each and the dates of those data points.

Name of measure	FY2023 data 2023 Qtr 2 cumulative	FY2024 data 2024 Qtr 2 cumulative
Regional Staff meeting	36	39
All Staff Day attendees	Scheduled in October	Scheduled in October
Patron Service Power Up attendees	37	Scheduled in August
Organizational Orientation attendees	46	24
Summer Reading Program training attendees	38	32
Homeless Library Academy attendees	106	122

Summary of Expenditures

Please complete the spreadsheet that accompanies this form.

Explain expenditures that varied 10% or more from the FY24 state aid application: [Click here to enter text.](#)

Regional Library System Name: Great River Regional Library	
State Fiscal Year 2024 - Amended	
Summary of Expenditures	
	Amount
Personnel Expenses	
Salaries and Wages	\$1,955,459
Benefits	
Staff Development, Tuition and Other Reimbursements	
Total Personnel Expenses	\$1,955,459
Total FTE Supported	35.78
Operating Expenses	
Telephone (voice and data)	
Telecommunications	
Computer Software and Software Licensing	
Other Technology Equipment	
Printing and Copying	
Postage and Delivery	
Travel and Mileage	
Rent	
Operating Leases or Rentals	
Utility Services	
Repairs and Maintenance Services	
Insurance	
Dues and Memberships	
Audit	
Board expenses, including per diem	
Materials and Supplies	
Other (please specify)	
Total Operating Expenses	\$0
Program Expenses	
Consulting Fees/Fees for Services	
Services Purchased from Other MN Joint Powers Agencies	
Automation System	
Delivery	
Vehicles	
Equipment	
Travel and Mileage	
Scholarships/Direct Member support	
Library Materials and Collections	
Communications and Marketing	
Staff Development	
Materials and Supplies	
Workshops and Events	
Other Contracted services	
Food and Beverages	
Other (please specify)	
Total Program Expenses	\$0
Total State Aid Expenditures	\$1,955,459