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The Public Library

As a Government Service

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471.8
A PUBLICATION OF
THE NATIONAL LEAGUE OF WOMEN VOTERS
WASHINGTON · DC

Price 10 cents

A Publication Related to the Program of the
Department of Government and Education

THE NATIONAL LEAGUE OF WOMEN VOTERS is organized to promote the responsible participation of women in government. The League believes that a continuing political education is essential to the success of a democracy that citizens may have opinions based on facts and may, as voters, make these opinions effective.

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THE NATIONAL LEAGUE OF WOMEN VOTERS, INC.
PUBLISHED JANUARY, 1935



The Public Library

As a Government Service

THE American public library is generally recognized as the oldest established form of adult education. Its door is one which the school child may open upon life-long opportunities for broadening his horizon and developing special interests.

Public libraries have earned a place among the essential services rendered by a modern municipality to its citizens. Despite the Carnegie interest in libraries duplicated in many places by other givers, endowment has seldom more than furnished upkeep of physical housing of libraries, if indeed that. Certain memorial funds have aided in book purchase. Out of 75 larger cities studied in January 1933, sixty of them received at least 75 per cent of their sustenance directly from local governmental appropriation. Laws exist in every state of the United States permitting the establishment of libraries, state, county, municipal, and others.

In keeping with modern thought, education can be interpreted only in terms of a continuous process. The developing social order more and more sets the duration of life as its term of learning. Hence the public library must be classed as an educational factor. Not only does the library give its service to adults after the years of formal education, but it assists the public school in much of the educational process. This is often carried on directly as a school library, an integral part of the school system with librarians trained in the library schools. The high development of skilled children's librarians in the community library provides a subtle educational service to the public school child, which is hard to measure. The tradition of willing, intelligent service has been fostered among librarians so that the modern library means much more than a way of handing out books.

Libraries and Unemployment

Along with the demands for food, the first need of unemployed men and women, has come a second, the need for mental and morale-building nourishment. This growth in the use and service of libraries since 1929 cannot be measured adequately. From 1929 to 1933, definite figures show that library borrowers increased by 20 per cent, and the number of books borrowed, by 37 per cent. Hammond, Indiana, increased its number of books circulated by 173 per cent, Dallas, Texas, and Akron, Ohio, by 116 per cent. As these needs have increased, funds have decreased and many large libraries have closed branches either entirely or for part of the time.

An average cost for libraries for 1932 was \$.71 per capita, with Boston and Cleveland high at \$1.47, New Orleans and Houston low at \$.24 and \$.18 respectively. Circulation, which averaged throughout the country 6.26 books per capita per year, was high in Cleveland and Seattle at 11.52 and 11.26, and low in San Antonio and New Orleans at 3.02 and 3.06 books per capita per year.

Libraries have used unemployed librarians, other professional people, clerical and unskilled workers, to enable the library to participate in community adult education or leisure-time programs, to organize study and discussion groups, to open up new rural areas for informal book service, as well as to meet the generally increased demands for service.

Government Units for Library Administration

The public library laws under which our libraries are created have grown up in rather topsy-turvy fashion. Most librarians look forward to a simplification and codification of the permissive laws. Details regarding management might well be omitted from the laws. In many states sentiment is moving rapidly toward a change in the unit of administration as well.

All except four states have county library laws. Of the more than three thousand counties in the United States, eleven hundred are without a single public library and only two hundred forty-five have county-wide library service. County libraries must have in addition to books, facilities for carrying books to the people. The problem is quite different from that of the municipal library. The county library, which attempts to make the rural book opportunities more nearly comparable to those of the city, indicates the trend toward the ideal library service. The need of the rural person for the library

is usually in inverse proportion to his present opportunity. Consolidation of library administration into a county or "regional" unit means not only a saving financially along lines of administrative cost but also an increase in numbers of books available to the individual. One larger library not only does not cost twice as much as two libraries of half the size, but it offers in range of books and specialized library service a great advantage to the borrower.

As an illustration of division of support, Pennsylvania has five county libraries, varying in service to populations from 7,000 to 196,000. The state more than matches a county appropriation in a very rural county and appropriates much less than the county in the case of a very urban county. Michigan and South Carolina have passed laws permitting regional libraries. In California, counties have already combined for library service, and a regional project centering in Knoxville, Tennessee, is under consideration. County libraries function in many ways—through book deposit stations, local library branches, a traveling "bookmobile," parcel post service, etc. This wider distribution of books is appealingly described in Miss Lathrop's book, *A Study of Rural Library Practices and Services*.

County library law usually specifically excludes those districts within the county served by municipal libraries, even though the boundaries of the city or town may extend outside into truly rural areas. Such rural areas often choose to join the county systems, however, because the type of library service is better suited to local needs. In the city, the librarian's problem is service to the person, who comes to be served. In the county, much greater emphasis is likely to be placed on creating would-be borrowers, since the library goes out to seek its clients. This is a truly educational challenge, and is accepted as such, as far as funds permit.

City libraries, for the most part rather non-politically managed, have been generally free from charges of graft and corruption. City libraries vary in emphasis upon types of service rendered, depending upon the needs of the community. Mr. R. L. Duffus in his book, *Our Starving Libraries*, tells how interesting these variations may be in spite of lowered income. One form of economy, which seems to have equally strong advocates and opponents, is the use of the "duplicate pay" collections. Designed originally to permit buying more copies of fiction titles, the rental fee (until book is paid for) is now used as a means of acquiring fiction, leaving the depleted book fund to purchase other types of books.

Libraries usually function under the control of a Board of Trustees or Directors, three, five, six, seven, or nine in number, most often appointed by the mayor (or equivalent) and confirmed by the legislative body. Sometimes the group is elected by the citizens, sometimes appointed by the school board, occasionally by judges of the courts. Great diversity of opinion exists as to the functioning of libraries under Boards of Education, as in Kansas City, or under a separate Board of Control, as in St. Louis. In the county libraries there is a divergence of control, many of them being directly managed by the commissioners or board of supervisors of the county or by a group of trustees appointed by the county executive body or by a county judge.

Financial Support for Libraries

Financial control, however, usually rests with the governing body of the municipality or county which may make annual appropriations for library support from general funds. Sometimes the limitation upon budgets is set by law, a standing tax either included in the general levy or set apart specifically and with definite limits of two, five, seven, or ten mills. Occasionally specific taxes (such as dog licenses) are marked for this purpose. Local library taxes are most often derived from the general property tax, which is admittedly carrying an undue burden of tax load. Indications are that an attempt will be made to shift the cost of schools, and perhaps of libraries, at least in part to some other sources. In Ohio, public library support has been shifted from the general property tax to a tax on "intangibles"—bonds, stocks, and mortgages. In other states, other ways have been found of meeting, to some extent at least, the problem of financial support.

The question arises as to whether it is wise to continue asking for a share in the general property tax or to share whatever newer sources may be devised for school support. Schools in general receive financial aid from the state. Shall the library seek this aid? There has been some suggestion though it has not been very general, that federal aid be sought.

The need for state library agencies with the function of developing and co-ordinating library services in the state is generally recognized. Almost every state now has such an agency but many of them are inadequately supported. Many of the plans call for definite participation by the state in the financial support of city and county libraries or even, as in the Tennessee plan, for provision by the state for a minimum program, to be supplemented by localities.

Standards for Library Laws

There is no accepted authority as to how libraries shall be administered. Appointive boards tend to give the most unselfish service. In conformity both with law and with public opinion, an appointive board is seldom vested with financial control, which limits its usefulness. Librarians of authority such as Carl Vits of Toledo feel that the usual board of education, more often really a board of public school management, is chosen to serve in a specialized field, and that the library should not be under its management. In that most useful book for League reference, *Current Problems in Public Library Finance*, Mr. Frank L. Tolman of the University of the State of New York, presents an opposing viewpoint. To many the case for keeping the library out of the direct control of the governing body of the city or county seems to be fairly strong.

The American Library Association and librarians quite generally are scrutinizing the whole governmental organization as it relates to libraries, the laws and their administration. The American Library Association has a planning committee, as have most states, made up of leading citizens as well as librarians. These committees are working toward immediate objectives as well as long-time programs. League study groups should inform themselves on the progress being made by such agencies.

Standards for Library Service

According to standards adopted by the American Library Association, "reasonably adequate library service includes a main library with reading room facilities; special provision for children; lending, reference, and periodical collections adequate to the needs of the community; a professional staff of high quality and adequate number; and such branches and other distributing agencies as the area and topography of the city may require. The book collection must be well cataloged, so that the needed book can be found easily, and such lending records established as to provide easy use and protection from loss." The Association advocates a standard of one and one-half books per capita in a city over 200,000, two books in a city of 10,000 to 200,000, and three books in a city smaller than 10,000. As a financial standard, it suggests that though \$1.00 per capita is considered the average minimum annual income upon which adequate library service can be maintained, communities desiring full development of library service find it necessary to provide a support much larger than the minimum.

Libraries need help along two lines, salaries and books. There should be a more reasonable scale of salaries, more comparable with the service rendered. In general, for preparation required, the librarians' salaries are much below the school teachers' in the same communities. According to the American Library Association *Bulletin* for April 1934, head librarians (executives) are usually college, as well as library school, graduates. The American Library Association advocates the passage of state laws requiring certification of all librarians as a means of raising standards of library personnel.

The wherewithal of library service is books, books, books. They must be continually restocked and new ones bought. Out of a period of economic depression, there arises a surprisingly wider interest in reading, and a change in type of reading. The figures of the Washington, D. C., library are representative of many other libraries: 151 per cent more books on economics and political science; 132 per cent more in the field of biography; 121 per cent more on history; 102 per cent more on psychology; 92 per cent more on arts and crafts. Between four and five million new borrowers were registered between 1929 and 1933 in the United States. The "enduring benefits and delights of reading" have kept life livable for many people during the economic depression.

More than a third of the population of the United States is without library service. Out of approximately 120 million in population in 1933, 44 million or 37 per cent had no access to libraries. Many states fortunately have no community of over five thousand population without a public library but Pennsylvania, for example, has seventy-seven towns of over five thousand in size which have no public library and Texas, thirty-five such towns. Large rural areas are still unserved in great measure, and they need it most!

A democracy must depend for survival upon the intelligent interest of the mass of citizens in government. Public education among its tasks endeavors to create and develop this interest. Many citizens, however, are immature in the days of formal schooling and must be reached by the library and other agencies of adult education. In this age of rapidly changing social ideals when the heresy of yesterday becomes the custom of tomorrow, an enlightened reading public is our greatest asset.

SUGGESTIONS TO LEAGUE STUDY GROUPS

This pamphlet is intended to serve as a basis for League study of the public library. League members as individuals may be interested in the general development of the library, but in League groups their interest should be confined to the governmental aspects of library service.

Small study groups may complete this study in three or four meetings. Leaders should be chosen carefully, all members should participate in study and discussion, and at least one meeting should be held in the local public library. The series of meetings might close with the local head-librarian as speaker on the needs of the library or the relation of the government to the library as the professional sees it.

The following questions, which are merely suggestive, should be applied to state and local communities:

1. Describe the organization of your public library system. What body controls its policies? Who are the chief administrative officers? What administrative departments have been set up?
2. How are librarians and other employees chosen? What qualifications have been set up to govern the choice of personnel, their retention in service, promotions and retirement?
3. How are library services financed? Are appropriations made under the general budget for education or separately? Is library service supported entirely by public funds, partly from private sources, entirely by non-governmental agencies?
4. What was the public library budget in your community last year? What part of the total was spent for (a) salaries, (b) maintenance, (c) new buildings, (d) new books, (e) other items?
5. Is your library service meeting the needs of your community? Discuss newer needs emphasized by the past few years.
6. What proportion of the population in your state has no library service? In your county? How many towns or cities of over 5,000 population have no library service? What service does your state library give to local school districts?
7. How do your state laws affect the local situation?
8. Evaluate the strong and weak points in your library system.
9. What are the possible services of citizens and citizen groups to the public library?

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For More Detailed Study

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See also reports and leaflets of the individual state library extension agencies.

1942

Your Library Program

MINNESOTA LIBRARY ASSN.

Public Relations Committee

TALK
FILMS
DISCUSSIONS

8929



To Mrs. Malcom Hargraves
League of Women Voters of
Minn.
84 South Tenth St.
Room 417
Minneapolis, Minn.

(cont'd from last page)

I am not enough of an historian to give you a detailed account of the development of libraries in the state. Neither is that my purpose. It is enough to know that between 1858 when Minnesota became a state, and 1879, when a general library law was passed, association libraries developed and spread. This was the period of subscription libraries - whose privileges only shareholders and fee-paying members could enjoy. Later these developed into a combination of subscription and tax-supported libraries, supported by fees and subscriptions with some money from the local town council, and open to all.

With the passage of a general library law in 1879, the state began the building of a public library system, the system that is characteristic of American democracy. The first tax-supported library in the state was established at Zumbrota on May 24, 1879, and was followed immediately by more throughout the state. In many cases the early subscription and association libraries pooled their resources with those of the public library, making a larger collection of books possible from the beginning.

One more development came in 1899. About ten years before in England a traveling library movement had begun, a movement which made possible the shipment of boxes of assorted books into areas with no other form of library service. Tried out in various states in the East, the idea was taken up here by the Minnesota Library Association. As a result of their efforts and the work of various clubs, a new law was passed in 1899 which provided for the establishment of a State Library Commission to aid in and encourage the setting up of free municipal libraries. It sent out traveling libraries to parts of the state remote from any kind of service and acted as a central library for the whole of Minnesota.

Traveling libraries were all right for the 1900's. They served the men of those days well enough. The State Library Commission did yeoman work, far better than it could really hope to do with the funds at its disposal. But even with the heart-breaking, back-breaking work of the State Library Division and of all librarians throughout the state, there are still six counties out of our 87 with no legally established public libraries, 24 with only one. That means, and it is a reproach to a state which even now is priding itself on a hundred years of progress, that there are 36% of its citizens, almost one million people, without library service of any kind.

Today we must all work for the support of our already existing libraries, some of which are dying from malnutrition; we must work for the establishment of new county and regional libraries which, by augmenting the resources of our small libraries and bringing service to hitherto untouched areas, will guarantee adequate service to all our people. We must realize, as the founders of our American free public library aid, that libraries are our best means of free education of the adult mind, of the development of the talent and imagination of the young mind, of freedom of thought for all, both young and old.

(IF A FILM FOLLOWS):

There are many kinds of libraries in America today, too many for us to consider here. The film that follows will show us one aspect of library service. It takes no great imagination to apply the picture it gives to our own needs and dreams.

BOOKS AND PEOPLE: THE WEALTH WITHIN. ALA 1947 14 min. Sound Color
"Shows the (Alabama) library extension agency in action and how it helps local communities in establishing county library service. It also portrays the services of the county library to its people and is unusually successful in showing the many types of people served and the many uses they make of books and other materials." ALA

LIBRARY ON WHEELS. ALA 1945 13 min. Sound
"Tells the story of the Fraser Valley union library and stresses the importance of books not only to the Valley people but to people all over Canada." Educ. Film Guide

NEW CHAPTERS. ALA 1948 14 min. Sound Color Rent \$5.00
"Shows the part the public library can play as a workshop, lecture hall and resource center for the planned cultural activity of the community. Particular emphasis on art, music story telling and play reading for children." Educ. Film Guide

IT'S ALL YOURS. Teen Age Book Club 1945 11 min. Sound
"Designed to encourage teen age audiences to read and own books, the film stars Ralph Bellamy in a story which takes him back to his youth. And as he looks back over his career he realizes the benefit and pleasure which books brought to his life." Educ. Film Guide

DISCUSSION

Why do we have a public library?

Is our library adequately supported?
What can we do to see that it is?

Does it meet community needs?

How can our community get a library?

How can the State Library Division be of help to us?

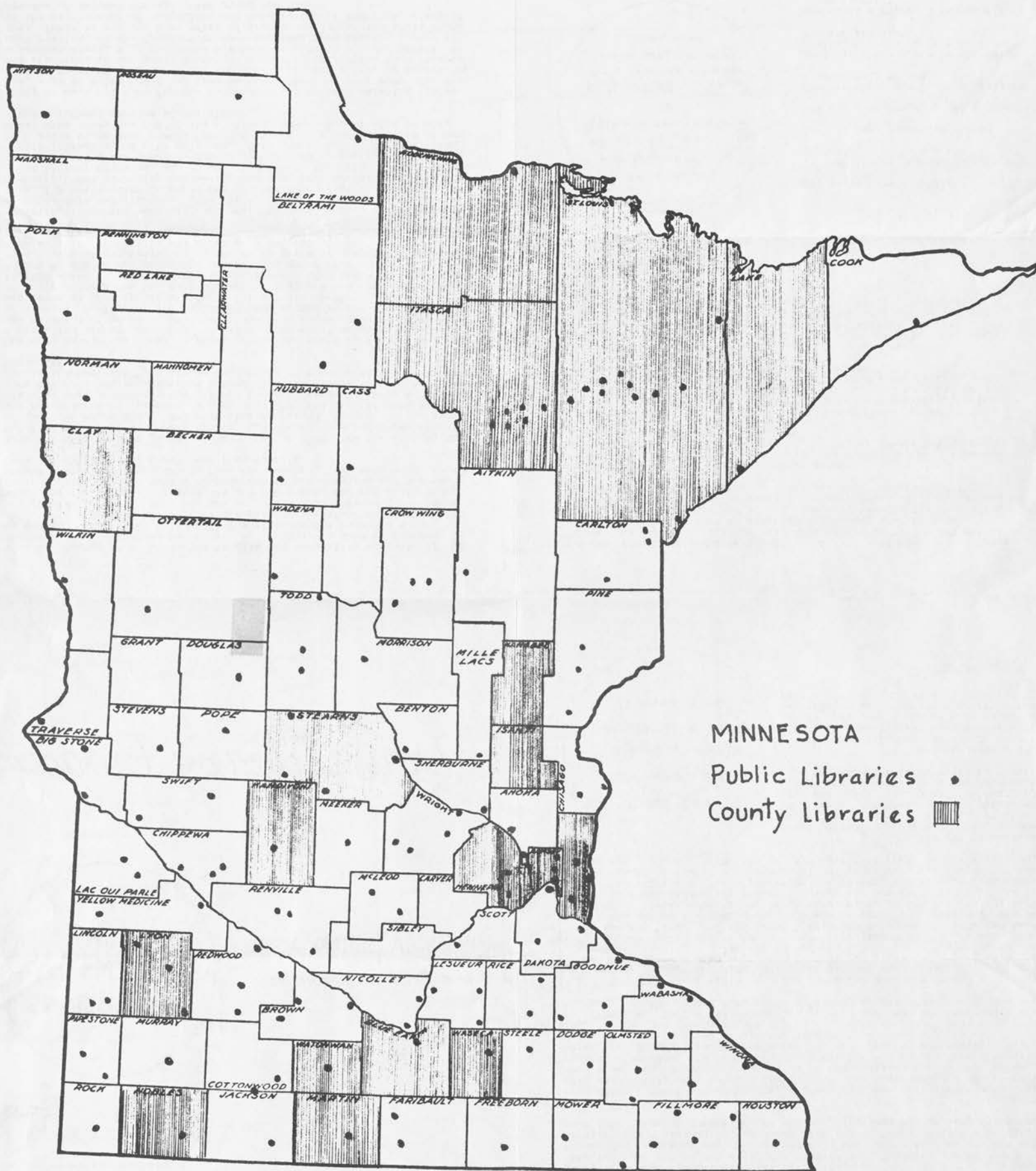
What are the regions in Minnesota without service, or with inadequate service?

How would a regional set-up affect our library?

FREE FILM

AND SPEAKER WILL BE
PROVIDED BY M.L.A. IF
YOU WRITE BEFORE SEPT. 15,
TO

ANITA SAXINE, *chairman*
Public Relations Committee
WINONA FREE PUBLIC LIBRARY
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MINNESOTA

Public Libraries •

County Libraries ▨

Your Talk

It seems to be a habit with public speakers to start a speech with - "This reminds me of a story" - and then launch into an anecdote probably culled from a book of one thousand jokes and after dinner stories.

I also am reminded of a story, but a true one, one that happened not too far from us. A farmer found one of his prize cows desperately sick. He tried in vain to get the veterinarian and at last, frantic, he called the librarian in his area.

The librarian had never prescribed for an ailing cow before, but librarians are used to rising to unusual occasions. "What are the symptoms?" she asked. The farmer described them. The librarian rapidly ran over her books and at last informed the farmer that he should give the cow a pound of epsom salts dissolved in warm water. The farmer was skeptical. A pound of epsom salts! That was enough to kill a cow, he decided, so he compromised on a cupful. Well, the cow died. When the veterinarian returned, the farmer called him to hold a "post mortem." Said the vet: What did you do for her?" "I gave her a cup of epsom salts," the farmer replied. "A cup!" cried the vet, and to the everlasting glory of the unnamed librarian he said, "You should have made it a pound, and your cow might still be alive."

Whether it's curing cows or finding a good book for a winter evening, the librarians and the libraries of Minnesota have a long heritage behind them, for libraries date back to the establishment of the territory. One hundred years ago, during the first session of the territorial legislature in 1849, the Minnesota Historical Society was established by law, one of its objects being, as the act expressly stated, "The collection and preservation of a library." During the same session an act incorporating the St. Anthony Library Association was passed. This Association was the parent of all Minnesota local library associations.

The early days of the territory saw the establishment of many such associations - most of them, by the way, young men's library associations. The men who were building the frontier at the time knew the importance of learning and culture, not only in supplying the people who had come west with a few of the advantages they had left behind, but also in enticing newcomers to the settlements by showing them evidences of stability, refinement, and educational progress. Men led the way also because the women were too busy building with the makeshifts at hand some semblance of the homes they had left behind. But it was not long until they, too, threw themselves into the work of establishing libraries, with such energy that they soon were leading the way.

THIS TALK IS
ONLY A SUGGESTION.
ALTER IT TO FIT
YOUR COMMUNITY
AND GROUP

DEVELOPMENT OF LIBRARY SERVICE IN MINNESOTA

It has been said that the free public library is as American as corn on the cob. It is one of America's great contributions to civilization and has been called "Democracy's best insurance policy." In issuing a proclamation for BOOK WEEK last fall, Governor Harold E. Stassen said: "It is universally recognized that one of the most cogent factors in the development of character and the training of youth is good reading. Easy access to books is indispensable. . . The success of a democratic form of government is dependent upon a well informed public. I urge the people of Minnesota to lend their ardent support to efforts being made to develop libraries and make available the best literature for the benefit of our people both in school and in the communities."

Library situation in the United States

One third of the people in the U. S. have good libraries. For the most part they live in large cities. Another one-third have libraries but these are inadequate because of limited resources. They are chiefly in smaller cities and large towns. The final one-third have no local public libraries, good or bad. Most of these live in rural areas and small villages in every section of the country.

62,500,000	urban	people	with	library	service	-	5,000,000	with	none
15,000,000	rural	"	"	"	"		45,000,000	"	"

One dollar per person per year is the generally accepted minimum cost of good library service. Yet in 1935, 37 cents was the average per capita expenditure in the U. S. Massachusetts, with the highest per capita expenditure of \$1.08, and Delaware with 43¢ reach all their population. Mississippi spends 2¢ per capita and reaches 31½ of her people. Minnesota spends 39¢ and reaches 57%.

A National Plan for Libraries

In 1935 the American Library Association adopted a National Plan for Libraries, based on the study of nation-wide conditions. State plans were also drawn up. Some of the objectives of these plans to extend library service to all were:

1. A system of public libraries in each state serving the entire population, each administrative unit to consist of a large COUNTY, or a combination of several small counties (REGIONAL), or a metropolitan area; existing small libraries to be branches of these larger units and new branches established.
2. State Aid in addition to local funds to supply the necessary support.
3. A strong library extension agency in every state to give leadership and coordinate the efforts of local communities to improve conditions.
4. Skilled professional librarians for all positions requiring professional service.
5. Cooperation among libraries in each state to pool their book resources.
6. Book Collections based on a standard of 1½ books per capita in a city of 200,000 or over; 2 books per capita in a city of 10,000 to 200,000; and 3 books per capita in city of less than 10,000. Minimum per capita income of \$1.

To bring about the efficient utilization of library resources and the extension of library service to all, action by our national, state and local governments is important. The recent establishment of a Library Division in the U S Office of Education is a recognition of the federal government's responsibility for national leadership. States are establishing their library agencies charged with the duty

of planning a state-wide library system. Some states have through legislation made possible the establishment of larger administrative units, the certification of librarians, or made appropriations to supplement local library funds.

Proposed Federal Aid for Library Service

In the Harrison-Thomas Bill for Federal Aid to Education, before Congress, is a proposal for grants for library service, beginning at \$2,000,000 and increasing to \$6,000,000, for the current operating and maintenance expenses of public library services, primarily for rural inhabitants. Funds would be apportioned among the states in proportion to the number of rural inhabitants. It is estimated that the grants to Minnesota would begin at \$48,000 and increase to \$145,000.

State plans for apportionment would insure the removal of inequalities in library service. The provisions of the bill reserve explicitly to the State and local agencies the administration of their library services; the selection of books and the selection of personnel to be employed. Other titles in the bill recognize the importance of school libraries, the training of school librarians, the construction of library rooms in school buildings and the place of the library in the program for adult education.

Library Situation in Minnesota

With a population of $2\frac{1}{2}$ million, Minnesota has 1 million people or 43% of its population without library service. There are 137 public libraries maintained by public funds and 44 libraries maintained by Associations. These latter are organized and supported by local organizations, frequently women's clubs, which collect gift books, raise funds for new ones and maintenance and keep the libraries open a few hours each week for the use of the public. Funds are sometimes supplemented by a small appropriation from the town officials.

Population of Minnesota (87 counties)	2,563,953
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WITH TAX SUPPORTED LIBRARY SERVICE *

Population served by public libraries (137)	1,326,498	
" " " county "	136,096	1,462,594

* (Because of low per capita expenditure, the 42,672 people served by Association libraries are not included in these totals.)

WITHOUT TAX SUPPORTED LIBRARY SERVICE

Urban	2,922	
Rural	1,098,437	1,101,359

In this state there are no legal county libraries established to give service to the county as a political subdivision although there is permissive legislation. In 13 of our 87 counties, library service is provided for county residents through contract between local library boards and the county commissioners. Three counties (Kanabec, Norman, Red Lake) have no libraries of any kind and few resources to support one with public funds. 37 counties have only one public or Association library within their borders.

If Hennepin, Ramsey and St. Louis counties, which have 100% coverage, are excluded, only 30% of the population in the other 84 counties have library service.

	Number of Libraries	Book Collections	Circulation per capita	Expenditures per capita
Association Libraries	44	56,712	2.1 volumes	\$.05
Henn., Ramsey, St. Louis	18	1,642,161	7.3 "	1.05
Other 84 counties	163	969,586	2.5 "	.21

Minnesota average expenditure per capita - 39¢; circulation 4.04 volumes.

Minnesota Law as to Library Organization

Minnesota Statutes provide that the State Department of Education shall administer all laws relating to public libraries and this it does through its Library Division.

COUNTY LIBRARIES - The Board of County Commissioners may establish and maintain a public library at the county seat or elsewhere for free use of county residents. It may levy a tax not to exceed ONE MILL (on property outside of a town where a library is already established) for the support of a county library. Upon the petition of 100 property owners, it shall submit the question of establishing a county library to the voters, and if a majority vote is favorable, it shall establish the library and levy a yearly tax for its support. The Board may also contract with a free public library within the county for the use of that library by all residents of the county and place the library tax funds under the supervision of the local library board for the extension of the service.

MUNICIPAL LIBRARIES - In villages and cities of the 2nd, 3rd and 4th classes up to 3 mills may be levied for the support of a library or reading room, and up to 1 mill may be levied in cities of the 1st class. Petition of 50 property owners and a 2/3 favorable vote is necessary for the establishment of a municipal library.

SCHOOL LIBRARIES - School districts may provide library facilities as part of the school equipment, vote funds for same, and appoint a school librarian, who must qualify under the certification law for school librarians. State law provides grants for school library books, selected from lists of State Department of Education. School boards may also contract with the board of any public library to become a branch of that library, receiving from it books for use of school children and turning over their funds and state library aid in payment of service. In villages of less than 2,000, the school board may maintain a public library for its residents and provide rooms for its use in the school building.

The Library Division, State Department of Education

Our State Library agency is the clearing house for state-wide library problems; it assists in organizing libraries and renders advisory service to those already established; endeavors to promote better library standards and through publicity focusses the attention of the public upon the library, stimulating local interest and initiative for better library service. It formulates a program for organizing county and regional libraries for the purpose of reducing the bookless areas of the State; and plans for legislation designed to meet current public and school library needs. Mr. Lee F. Zimmerman is the Director of the Library Division and is assisted by a staff consisting of: a Supervisor of School Libraries, a Librarian, and Reference and Catalog Librarians. This staff renders:

SERVICE TO SCHOOLS: For many years the Library Division has had on its staff a Supervisor of School Libraries. In cooperation with other school supervisors in the Department of Education, he assists school superintendents and school librarians in building strong libraries and maintaining certain standards. Since the passage of the Certification Law for school librarians, these must have the High School Standard Special Certificate (college degree). This training is an important factor in school library service. There are in Minnesota schools 331 Teacher-librarians with 6 or more semester hours training, and 121 librarians with a major in library science.

EXTENSION SERVICE: This service is in charge of the Librarian of the Library Division and is the only book service available to more than a million Minnesota

residents in bookless areas - the 43% without libraries. Two methods of providing books are:

- 1) To Individuals: It mails books, etc., directly to individual borrowers for three weeks. The Division maintains an open shelf collection of 15,746 volumes.
- 2) To Groups: Through its travelling library service, it ships for four months fixed collections in units of 25 or 50 volumes to rural schools, to small libraries, and to groups of readers to be reloaned to individuals. There are now 782 travelling libraries containing a total of 22,784 volumes. There are not enough of these to care for all requests received. The majority are sent to schools. As county libraries are developed in Minnesota, travelling libraries will be eliminated and instead there will be enlargement of the open shelf collection to provide enough books to fill individual requests as well as those from small libraries - a real clearing house for interlibrary loans.

INDIVIDUAL LOAN SERVICE: Loans books, clippings, pictures, etc., to individuals at their request and is under direction of the Reference Librarian. It tries to meet the needs of school teachers, general readers, club women and group leaders who write in for books or information on certain subjects. This service is also used by local librarians unable to meet their patron's requests.

HANDICAPS: In maintaining its present services and attaining some of its main objectives, the Library Division is handicapped by: 1) An inadequate staff. The past 14 years the use of travelling libraries has increased 331%, total circulation of all material 109%, but staff increases were zero. 2) Insufficient space for open shelf collection. The present stack capacity has been reached. If new books are added, older books, still useful, must be withdrawn. 3) Lack of book funds. \$15,000 was appropriated for this biennium. This sum must cover not only purchase of new books and periodicals, but supplies, equipment, rebinding, shipping charges.

The Minnesota Plan for Library Service

The Minn. Library Planning Board, after a survey, formulated the following program:

1. Legislation for adequate support for the Library Division, for certification of public librarians, and state aid for public libraries.
2. A Library Demonstration on County or Regional lines.
3. An Educational Publicity Campaign
4. Organization of Citizens' groups

The difficulty of operating even a county or regional unit on the small revenue that would be received from the limited taxable property in rural districts might lead to supplementing these funds with state appropriations. In the field of education, the public library is the only tax-supported educational institution that has not set up standards for determining fitness to hold a position. Such certification would not affect those at present employed in Minnesota libraries, but would substitute professional training for experience for new librarians employed.

Obstacles which have hindered the establishment of the county or regional unit are lack of interest in small communities, unwillingness of local libraries to merge, reluctance of county boards to make appropriations for county library or to turn over funds for the operation of a regional unit. A well-planned publicity campaign to inform the public of conditions and to convince them of the effectiveness of proposed remedies, the formation of citizens' library committees to assist in drawing attention to the public library, its work, its importance, its needs and its possibilities, and a demonstration to rural people of the superior advantages of such a set-up, are being used in meeting these obstacles.

WPA LIBRARY DEMONSTRATION PROJECT

While people on relief have been given work repairing books or serving as typists and clerks in libraries all over the state, there was no coordinated program until the fall of 1938 when a state-wide library project was organized under the jurisdiction of the WPA and the sponsorship of the Library Division. Activities included in the project are: continuation of previous services in established libraries and provision for special library services in communities without library facilities, to be called the WPA LIBRARY DEMONSTRATION PROJECT.

PURPOSE: To bring books and libraries to the people of the state without direct access to books; to supply trained supervision (non-relief) and untrained personnel (WPA workers) for branches to be established in book-less areas; to make people conscious of the superior advantages of county or regional systems over those organized for local service; and to convince governing bodies of the feasibility of such a system.

PERSONNEL: The WPA exercises administrative control and prescribes rules and regulations. The professional library supervisory staff can only be 5% of the total number of relief workers assigned to library projects. Miss Leona Olson is the WPA State Supervisor of the project and directs the Field Supervisors located in the various districts and directly in charge of setting up and promoting library demonstrations. Branch Librarians are the WPA workers placed in charge of the small book stations and directed by the Field Supervisors. An Assistant Supervisor at headquarters has charge of newspaper and radio publicity.

Development of the library program, its coordination, and expansion are the responsibility of the Library Division with Mr. Lee F. Zimmerman acting as State Director of the project. The Librarian of the Library Division selects the books for the project and the Catalog Librarian of the Division prepares them for circulation.

MAINTENANCE: The WPA pays salaries and travelling expenses of supervisors and furnishes the library attendants. It has contributed \$15,000 of federal funds for books and has furnished some office equipment for state headquarters. The Library Division furnishes space for state headquarters and the use of its equipment. It has purchased some new books for the project and contributed a large number of books from its travelling library collection. Libraries serving as county or regional centers provide quarters for the field supervisors and for the books in transit. Communities where branch stations are opened supply material for shelves, residents donate books and often give personal service where there are no WPA attendants available for the stations.

CHOICE OF LOCATION: Because of limited funds, only a small number of demonstrations could be opened, so it was felt necessary to locate demonstrations where conditions would be most favorable for the development of a regional library plan and where there was a strong supporting library in the county.

WPA District No. 4, comprising 33 counties with many strong supporting libraries and high assessed valuation, was chosen, and the first demonstration was initiated in Blue Earth County with the cooperation of the Mankato Library Board, and many citizen groups. The first station opened on January 4, 1939 in the post office at Amboy, the largest community in Blue Earth County without a library.

Demonstrations are now in progress in six counties: Blue Earth, Rice, Mower, Waseca, Freeborn and Goodhue. By November 1, 1939, 64 stations were operating in these counties with 16 WPA attendants, a book stock of 11,710 volumes, 7285 borrowers, and a circulation of 40,697 volumes. Book stations are located in barber shops,

drug stores and newspaper offices, in post offices, schools and municipal buildings. A bus depot and a cheese factory also house stations. One station in a village of only 180 people circulated 130 volumes the first month.

COMMUNITY INTEREST: The carefully planned program of publicity through newspapers released and radio scripts has been of great importance in arousing community interest. Citizen participation in the book drives has been effective. The present procedure in establishing the demonstration is for community leaders to call a general community meeting to discuss local conditions and the possibilities of establishing a branch. If it is decided to sponsor the project, a local citizens' library committee is formed with a small executive committee. Thus the initiative is kept in the hands of the local group, with the field supervisors advising. These citizens' committees can be very effective when the time comes to crystallize sentiment for petitioning the county commissioners to establish the tax levy for the support of a county library system.

Education for a regional unit is developing in Waseca County. A demonstration may possibly be opened in Stearns County this spring with St. Cloud as headquarters. It is expected that these library demonstrations will pave the way for the establishment of a coordinated library system in Minnesota, which, by the pooling of resources and interlibrary loans, will serve not just 57% of the population but 100% of it.

Mr. Zimmerman, writing in the December 1939 issue of Minnesota Library News and Notes, says: "Sustained progress of the library movement is the joint responsibility of the state library association, of library boards and librarians, of governing officials, and of taxpayers. All have a vested interest in the library and stand to gain or lose accordingly. The attitude of these groups, their interest and understanding of the library will determine in the long run whether the library movement in Minnesota remains static or becomes dynamic. Once the public is made to visualize the growing importance of the library to the schools, to the community, to adult education, and to the cultural enrichment of life, it can logically be counted on to respond and to throw its weight behind the state-wide library movement in Minnesota."

REFERENCES: (All on loan from State League office)

- American Library Association publication - "The Equal Chance"
- "Minnesota Library News and Notes" (publication of Library Division)
- "Minnesota Library Conditions and Objectives" - December 1937
- "A Program for Minnesota", December 1938
- "The Library Division and the Library Movement", September 1939
- "State-wide WPA Library Project", December 1939

League of Women Voters of Minneapolis
1200 Second Avenue South 55403

H.B.
October 1974
Resource Chrm:
Sharon Bishop, 922-1467

DISCUSSION GUIDE: The Library Focus

The Item: New Organizational Trends in the Minneapolis Library as they Relate to the Hennepin County Library System and the Regional Library System.

Resource Material

In the October VOTER: The two page insert on Organizational Trends is the main resource piece. Encourage all members to read it and bring it to the unit meeting.

In the Kits: MPL Circulator, April, July 1974

In the Unit Library: The Minneapolis LWV Library Study done in 1965 (plus the updates from 1967, 1970, 1971).

Things you can do if you're really interested:

1. Tour the Central Library after the October briefing. The tour will begin at Room 253 at 11:30 and will take about an hour. Everybody welcome!
2. Feel free to attend MPL Board meetings on the 3rd Thursday of each month. They vary in time (usually late afternoon) and location (some are at the Central Library, some at branches). You can find out by calling 372-6500.
3. Join the Friends of the Library, 300 Nicollet Mall, 55401. There are dues.

Purpose of the Study: Great member interest in the Minneapolis Public Library was evident when the June 5 City Convention voted to adopt a mini-study as a not-recommended item. The reason: our present position on the Minneapolis Public Library deals with it solely as a local institution, while the trend is toward cooperation with other library systems. The LWV needs to broaden its position to be able to speak to the larger issues.

Presentation: Since everyone should have read the study in the VOTER, don't have someone "present the topic" - simply lead the discussion. One exception: whoever attends the briefing should review it for the benefit of the others.

Discussion: Center it around the consensus questions.

- A. Question I is there, basically, to establish what the LWV can no longer take for granted: Do we or don't we support the concept of an independent elected Library Board? Some arguments for and against are on the back of this sheet.
- B. Question II gives you the opportunity to reaffirm, drop or modify our present positions, most of which resulted from the 1965 study. Discuss the history of the library system and its present level of service.
- C. Question III leads to a discussion of the financial bind of MPL, one situation that is again a problem.
- D. Question IV involves the types of cooperation currently practiced by MPL. Which can the LWV support? If merger with the Hennepin County system seems the best way to cooperate, what criteria would have to be present in the plan? Which means of library cooperation seems best to you?

(over)

Arguments for and against an independent elected Library Board.

Pro:

The voters want separation of powers.

An independent board is able to give full priority to the library.

Elected board members cannot be dismissed for political disagreement with other boards or officials.

An elected board is responsible to the citizen's concerns for the library; it does not have to mirror the political views of the party in power.

Con:

Often qualified citizens will not run for office but will serve if they are appointed.

Fewer elected board would result in a shorter ballot.

Centralizing power can better coordinate the total needs of the citizens.

* * * * *

Errata in Library Study:

p. 3, para. 4, line 6 should read "...which would mean that it would be directly state funded and the financial bind..."

p. 4, l. 4 should read "...and the rest a one-time federal grant."

p. 4, para. 3, l. 2 should read "the Science Museum will assume managerial..."

(These will be corrected in VOTER insert).

FOCUS: New Organizational Trends in the Minneapolis Library as they
Relate to the Hennepin County Library System and the Regional
Library System

For Minneapolis citizens, future library service may seem like alphabet soup - MELSA, MINITEX, INFORM, OPLIC, etc. - a far cry from the simple 99 year contract between the Minneapolis Public Library and the Minneapolis Athenaeum (its parent) making Athenaeum books accessible to the general public in return for their care and housing. This contract, still in force, was made soon after the Legislature established the MPL as a tax supported institution in 1885.

Recent legislative sessions have heard one plan after another for merging the Minneapolis and Hennepin County library systems. On January 29, 1974 the Hennepin County Board of Commissioners again voted to support bills authorizing it to take over the MPL, bills eliminating the elected Minneapolis Library Board and transferring all library land, buildings and books, worth more than \$25 million, to the county.

The outcry against this move by the MPL, the City Council, the Mayor, labor unions and concerned citizens is now history, but it was the possibility of merger, or takeover, that prompted the LWV City Convention to adopt this short study.

On June 11, 1974 the County Board agreed to extend its contract with MPL for use of the Central Library by county residents until December 31, 1974, and to drop further efforts toward merger if MPL would agree not to press for the annual contract. Letters from Commissioners Thomas Tice, Richard Hanson and David Lindgren to the presidents of the two unions representing the MPL staff confirm that they will "assert...moral authority and leadership to further county participation in good faith attempts to arrive at a common legislative program with the MPL Board...to submit when the Legislature opens in January 1975." County Board Chairman Thomas Olson told the LWV in July that all commissioners are now committed to a "metropolitan" approach.

A "Cooperation Committee," composed of a County Commissioner and members of both library boards, has been formed and plans to come up with proposals for the 1975 Legislature. It will press for increased state aid to all Minnesota libraries in general and the Minneapolis Central Library in particular, since it has the state's largest public reference collection.

This LWV mini-study is based on the new spirit of cooperation.

History - MPL development followed the national urban pattern. After the main library was established downtown, branch agencies were added as population grew and spread. When Gratia Countryman became its third chief librarian in 1904, the MPL system included the main library and three branches - North, Franklin and Pillsbury. When she retired in 1936 there were more than 350 distributing points for library materials, including 21 additional branches, some of which were outside the city limits.

City and County library service has been intertwined since MPL began extension work out in the county in 1915. Since 1921, when the Legislature authorized the county to levy millage for library service, the Hennepin County Library has supplemented its services by contracting for reference sources, headquarters space and other service from MPL. Until 1967, the MPL Board served as the Hennepin County Library Board.

The depression of the 1930's brought a halt to further physical expansion, while use of library facilities increased to unheard of proportions. By the 1940's and 1950's MPL was trying to maintain expanded services on a shrinking tax base. A period of re-evaluating branch library goals resulted in the gradual phasing out of services like store and hospital outlets, classroom libraries and school stations. In the 1960's a long-range plan was formulated for replacing inadequate, outdated library agencies. In 1967, after the Minneapolis voters approved a long-delayed millage in-

crease (with LNW help), and some 36 years after the last branch library had been opened, MPL began to build a series of new modern libraries. Southeast Community Library and Nokomis were built in 1968; Washburn in 1970; North Regional in 1971, and Northeast Community in 1973. East Lake is in progress, and a new Walker Branch is planned but not yet approved by city authorities.

Under the leadership of Library Director Dr. Ervin J. Gaines, the book budget was increased, hours of service extended, and operations streamlined.

Also in 1967 a separate Hennepin County Library Board, advisory to the County Commissioners, was authorized and appointed. Until 1973 three members of the MPL Board were authorized to serve on the HCL Board. With rapid population growth in Hennepin County during the last decades, use of the MPL by non-city patrons has boomed. Studies were made indicating that Hennepin County should be paying more than it was for its patrons' use of Minneapolis libraries, especially the Central Library. But as the use and cost increased, the County Commissioners rebelled. Annual negotiations became heated and were usually settled for less than the cost of service for non-resident use of MPL. This yearly battle appears ended with last July's agreement, but the problem of compensation to MPL for non-resident use remains.

Now in the 1970's, the MPL is recognized as one of the country's major urban libraries - it is one of half a dozen whose circulation has not declined. An important resource was added when the State Environmental Conservation Library (ECOL) opened in 1972. The 1971 Legislature appropriated \$50,000 to match Athenaeum funds for this specialized collection. Though housed in the MPL Central Library, the ECOL is oriented toward the whole upper midwest region. It serves the entire state by means of a catalog of its holdings and the use of mail and phone in answering questions and providing materials. No card is needed.

And, as it has since 1885, the MPL Board continues to govern the library system. The Board consists of six non-salaried city residents elected to six-year staggered terms and two appointed members. Present elected members are: Mrs. Marie C. Goss, President; Mrs. Grace M. Ennen, Secretary; Mrs. Frances H. Naftalin, who represents the Library Board on the Minneapolis Board of Estimate and Taxation; James O. Jackson, Bruce D. Smith and David S. Doty. Appointed members are Denis Wadley, the Mayor's representative, and J. Harold Kittleson, the City Council's representative.

Finances - The MPL faces problems common to all institutions in a fast-changing, technological society - deterioration of the cities, population mobility, increasing costs. Yet libraries must respond to the information explosion with its vast growth in printed and visual materials. And inflation affects libraries, as it does everything. The average price of periodicals increased from \$8.66 in 1969 to \$16.20 in 1973; hard cover books from \$8.77 to \$12.20; popular paperbacks from \$.79 to \$1.17.¹ (1974 costs, with the greatly increased price of paper, will be far higher.)

Yet the system for financing libraries has not kept pace. Under present state law, taxing authority for libraries is largely local and rates of assessment vary greatly. Minneapolis, with a fixed millage rate, will be at its ceiling in 1975. However, counties do not have a fixed tax ceiling and are restricted only to an increase of no more than 6 per cent a year.

With the MPL at its millage ceiling, and no county contract after 1974, as a stopgap measure the MPL Board is asking for 3 per cent of the city's revenue sharing fund, since it uses 3 per cent of the city's total budget. If financial aid is not forthcoming, the MPL Board will be faced with the problem of which services to cut - free non-resident service? evening hours? the book budget?

Fred Waterous, Jr., President of the MELSA Board of Directors, pointed up the problem in his 1972 annual report: in 1971 Minnesota spent \$1.2 billion on public education,

of which public libraries received only 1.4%. Further, the public library is the only one of the five major educational institutions to be utterly dependent upon local real estate taxes. Yet students, about 30% of the population, depend heavily on public libraries for information, and the 70% of the population who are not students depend on it almost entirely for information beyond that available from the mass media.

The apparent solution to the money crunch is more state and federal aid to libraries. Rodney Land, an expert on government financing, worked with library leaders in framing a report and recommendations for the National Commission on Libraries. He concluded that financing for public libraries should be 20 to 30% local, 50% state and 20 to 30% federal. The State Aid to Public Libraries Program, endorsed by the Minnesota State Board of Education and the Minnesota Library Association, called for state support for libraries at the rate of 50¢ per capita plus \$5 per square mile, half of the Department of Education's long range goal of \$1 per capita and \$10 per square mile. Funding at that level would increase state support of public libraries as follows:

<u>Current (approximately)</u>		<u>1970 National Pattern</u> ²	<u>50¢ plus \$5</u>
State share	5%	7%	8.2%
Federal share	5%	5%	5 %
Local share	90%	88%	86.8%

All state and federal library aid is funneled through the Minnesota Department of Education to the regional libraries (see MELSA, below). In 1972 the public libraries section was designated the Office of Public Libraries and Inter-Library cooperation (OPLIC) and moved to a higher bracket on the department's organizational chart.

The 1973 Legislature recognized that public library service in Minnesota varies widely in quality. In reaffirming the state's interest in financing public libraries, it directed the State Board of Education to do a study to find "the most effective organization structure, standard of operation and a program of financial support for public libraries in Minnesota."³ The Board further asked that ways be found to give "adequate and "equalized" service to all state residents. This study is being done by Westat, a consulting firm, and is to be finished by October 1, 1974.

The MPL Board is optimistic that the study, plus the new cooperation from Hennepin County, will result in more state money for public libraries. The MPL and the county are jointly working for a State Library Code, to bring together existing library statutes and make them consistent, framing state policies on its funding and administrative responsibilities. Under such a code the Minneapolis Central Library could be designated the State Library of Last Resort, which would mean that it would be funded differently and the financial bind would be relieved.

Cooperation - One means of fighting inflation has been a concerted effort by libraries to increase cooperation in regional networks for information exchange and inter-library loans. The Minnesota Intra-library Teletype Exchange (MINITEX), with 75 participating academic and public libraries connected by TWX, is an example. MINITEX began operations in January 1969. It is funded by grants from the Hill Family Foundation and by federal funds under Title III of the Library Service and Construction Act. Requests go via TWX to the MINITEX office at the University of Minnesota where they are searched. Books and photocopies are sent out daily, with about 75% of the requests for photocopies and 25% for book loans.

The regional network of most benefit to citizens of this area is the Metropolitan Library Service Agency (MELSA), organized under the Minnesota Joint Powers Act in 1969. MELSA has made it possible for anyone with a card from a member library to

get material from any MELSA library and return most material to any MELSA library. It is financed with state and federal funds for library development through OPLIC. For fiscal 1974-75 its budget is about \$800,000, of which \$504,000 is state money and the rest a one-time federal loan. Current membership includes the Minneapolis and St. Paul public libraries and the systems in Anoka, Dakota, Hennepin, Ramsey, Scott and Washington Counties. MELSA is governed by an 8 member Board of Trustees, with one vote per member library. (Caroline Barron represents the MPL.) It is aided by an advisory board composed of the directors of the participating library systems.

In an LWV interview, Joel Rosenfeld, MELSA Director, saw MELSA's strengths as 1) the already functioning reciprocal borrowing system, 2) the practical demonstration that a voluntary cooperative venture among library systems can function satisfactorily, and 3) sharing of the expertise in Minnesota's best libraries through MELSA's committee structure. He saw its weaknesses as 1) not enough money and 2) a current lack of specific long-range goals, now being formulated.

Information for Minnesota (INFORM), a fee-based service originated by MPL in 1972, has expanded to include the J.J. Hill Reference Library, the Wilson Library at the University and the St. Paul Public Library. Services such as literature searches, research reports, and compendia of statistical data are available to business, industry, government and the general public on an hourly fee basis through contractual agreement. The MPL staff does over 90% of the reference and research work.

MPL's newest cooperative venture began on July 31, 1974 with an agreement with the Science Museum of Minnesota to share ideas, staff, space and funding sources. The Museum will assume managerial and programming responsibility for both its museum in St. Paul and the museum and planetarium at the Central Library in Minneapolis.

Although at first glance MPL relationships with other libraries may look like alphabet soup, a closer look reveals cooperative ventures which promise, with proper funding equalized and expanded public library service.

-
- 1 1974 Bowker Annual Library and Book Trade Information, 19th Edition, New York
 - 2 Hearing before the Select Subcommittee on Education, Committee on Education and Labor, 1st session, 93rd Congress, November 29, 1973
 - 3 Request for a Proposal for a Study of Minnesota Public Libraries, Minnesota Department of Education, February, 1974

For purposes of this study the LWV Library Committee interviewed:

Ervin J. Gaines, Director, Minneapolis Public Library
 Marie Goss, President, MPL Board
 Frances Naftalin, MPL Board member
 Thomas L. Olson, Chairman, Hennepin County Board of Commissioners
 Leonard Pignatello, President, Professional Library Union
 Robert E. Rohlf, Director, Hennepin County Library
 Joel Rosenfeld, Director, MELSA
 Thomas Vasaly, Secretary, Minneapolis Board of Estimate and Taxation

Members of the LWV Library Committee are:

Sharon Bishop, Unit 6, Chairman
 Betty Berninghausen, Unit 49
 Eva Cohn, Unit 8

Agnes Field, Unit 38
 Alice Johnson (no unit)
 Carol Pidcock, Unit 38

CONSENSUS REPORT FORM: LIBRARY FOCUS

Unit # _____

DATE DUE IN MPLS OFFICE: NOVEMBER 1, 1974

No. of members in unit _____

No. of members present _____

Unit Resource Chairman _____

Phone _____

Please record the number of votes for each response

- I. The LWV is in the same situation regarding the Minneapolis Public Library as it was vis-a-vis the Park and Recreation system - many long-held support positions but none on the structure of the governing board. (Pro's and con's are listed in the Discussion Guide.)

Yes No

Do you support the concept of an independent, elected Library Board? _____

NOTE: Question II and III are slightly modified versions of present positions. You now have the opportunity to reaffirm (A), drop (D), or revise (R) them. If you wish to revise, please so indicate and explain your change on a separate sheet.

The only real difference is under III B. Our present position does not include #2 or #3 and lists the others in order of preference.

- | | (A) | (D) | (R) |
|---|-------|-------|-------|
| II. The LWV of Minneapolis supports sound administrative procedures for the Minneapolis Public Library. | _____ | _____ | _____ |
| The MPL Board and staff should | | | |
| A. Continue to effect all reasonable economies without impairing service | _____ | _____ | _____ |
| B. Maintain a full range of hours | _____ | _____ | _____ |
| C. Maintain an adequate budget for books. | _____ | _____ | _____ |
| III. The LWV supports adequate financing for MPL. | _____ | _____ | _____ |
| A. We concur that additional funds are needed if it is to continue to operate at its present level. | _____ | _____ | _____ |
| B. We support the MPL Board's seeking to increase revenues by the following means:
(Check any, all or none of them.) | | Yes | No |
| 1. Asking Hennepin County for more funds. | | _____ | _____ |
| 2. Requesting a proportionate amount of its Revenue Sharing Funds from the City Council. | | _____ | _____ |
| 3. Seeking increased state aid. | | _____ | _____ |
| 4. Asking the Legislature to raise the ceiling on library millage, or to increase the rate. | | _____ | _____ |

(over)

Consensus Report Form - continued

	Yes	No	
5. Seeking permission for and then launching a voter referendum in Minneapolis to increase the library mill rate	_____	_____	
6. Seeking increased Federal Aid.	_____	_____	
IV. This question has to do with the Minneapolis Public Library's relationships with other library systems.			
A. Do you support the trend toward inter-library cooperation,	_____	_____	
1. Development of a State Library code?	_____	_____	
2. Designation of the Minneapolis Central Library as the State Library of Last Resort?	_____	_____	
3. MPL's working within the MELSA system?	_____	_____	
B. The merger of the Minneapolis and Hennepin County library systems appears to be a dead issue at the moment. However, should the question come up in the future, under what conditions should the LMV support a plan for merger? Please indicate which you consider <u>very important</u> (V), <u>somewhat important</u> (S), or <u>not important</u> (N).	(V)	(S)	(N)
1. An independent elected library board	_____	_____	_____
2. Proportional representation for Minneapolis on the board perpetually	_____	_____	_____
3. Future capital improvements balanced between city and county	_____	_____	_____
4. Preservation and extension of Minneapolis reference collections, especially the Central Reference Library	_____	_____	_____
5. Other (list your ideas)			
C. Do you think it would be more important to support			
1. Library cooperation on a regional basis	_____		
2. Merger between the city/county library systems	_____		
3. Or both?	_____		

Berg

JUN 27 1977

June 23, 1977

To: Library Funding Study Chairperson
From: Geri Nelson, President Anoka - Coon
Rapids Area

Re: Volunteer for new state study
committee

I would like to nominate and highly recommend Dorothy Herbert, 103 Russell Ave, Champlin, 55316, 421-1308, to the Funding Libraries in Minnesota Study Committee. She has worked the past year as a research librarian in the Anoka County Library, has inside knowledge of the problems of libraries, and is a very efficient and capable woman. Our league has a special interest in this topic and would be pleased to have a representative on the committee.

Sincerely,

Geri Nelson

Office
acknowledged this
6/27/77



League of Women Voters Education Fund

memorandum

February, 1976

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LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102

PHONE: (612) 224-5445

MEMO

TO:

Borg

FROM:

Heddlund

SUBJECT:

Library study

DATE:

June 15

Arrowhead Library system &
Director Kenneth Nielson give
full support to library study.
Catherine Muth & Louise Grams, from
Phil-Mesabi, have agreed to be on
the committee

Kathleen Muff

723 Douglas

Evelath 55734

1-218 - 741 - 8621

call Mary P.
Katherine M.

PUBLIC LIBRARY FINANCING QUESTIONNAIRE

1. What is the name of the library facility that serves you?
2. Is it part of a regional library system? If so, which one?
3. If it is part of a regional system, how are the people put on its governing Board? Can you name them?
4. Are you served by a bookmobile; branch library; book deposit depot; mail-a-book; or other special outreach service?
5. How is your library financed?
Estimate percentages:
 - A. Local Taxes:
 - B. Federal/state grants to local government:
 - C. Federal/state grants to the library:
 - D. County taxes:
 - E. County contract with local library:
 - F. Federal/state grants and county support through regional or system contract:
 - G. Other (specify source or sources):
6. What hours is your library open:
7. Are there any days of the week when it is not?
8. How many people does your library serve?
9. Do you know what "OPLIC" is?
If so, do you know what state department it is within?

Which statements express your attitude toward your public library facility?
Check all statements with which you agree and number them in order of priority.
Remember, this is not consensus; you are participating in the research of this committee. If more than one person answers, make the appropriate number of checks -- or you may make additional copies.

1. It's a supply of recreational material
2. It's not much, but we can't fund anything better
3. An information and reference center
4. Help in solving problems, including referral to other sources
5. A research center

(Over)

6. A collection center for historical material
7. A cultural heritage
8. A prime adult education agency: the only one available to everyone
9. An auxiliary to our school system
10. A people's university
11. Nice, but I can get along without it. I buy my own books and magazines and watch TV
12. Oh, I don't know....I guess it's o.k. for those who use it
13. Special interest reading (please give examples)
14. They don't have what I want such as large print books and/or _____
15. I like to borrow pictures and films and records and cassettes
16. I use the reading room to keep up on magazines, papers, and such
17. We use the meeting room(s) once in a while
18. It's not much use. It's never open when I could use it.

(Any other comments?)

Please return to Katherine Muff, 723 Douglas, Eveleth, MN 55734

State of Minnesota

Department of Education

Office of Public Libraries
and Interlibrary Cooperation **AUG 4 1977**
301 Hanover Bldg.
480 Cedar Street
St. Paul, Minnesota 55101
612/296-2821

Xeroxed & sent to Muff 8-4-7

August 2, 1977

Helene Borg, President
League of Women Voters of Minnesota
555 Wabasha
St. Paul, Minnesota 55101

Dear Ms. Borg:

I recently have learned that the League of Women Voters of Minnesota will undertake a two year study of public library finance. As the agency of state government concerned with public library development, our office maintains extensive files of information on Minnesota public libraries. We also have the most complete collection of library science materials in the state. Our staff is eager to assist you and your members in this study, and hope that you will feel free to contact us whenever we might be able to provide you with information or assistance.

Sincerely yours,

William G. Asp

William G. Asp
Director

WGA/rm

Let's send him a note
telling him that Muff is
the chair and that we've
forwarded his letter to her.



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 Wabasha Street, St. Paul, Minn. 55102 - 612/224-5445

August 12, 1977

William G. Asp, Director
Office of Public Libraries and Interlibrary Co-
operation

301 Hanover Bldg.

480 Cedar Street

St. Paul, MN 55101

Dear Mr. Asp:

Thank you for your letter of August 2 in which
you offer the assistance of your staff in the
League's study of public library financing.

Katherine Muff, a member of the League of Women
Voters of Mid-Mesabi, has agreed to chair that
study for us. We have sent her a copy of your
letter. The committee is just now being formed
and will need some time to determine the informa-
tion they will need to complete the study.

Again, our thanks for your kind offer.

Sincerely,

Helene Borg

Helene Borg, President
League of Women Voters of Minnesota



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

July 7, 1977

Kathleen Muff
723 Douglas
Eveleth, MN 55734

Dear Kathie:

Helene Borg asked us today to send you the following names and addresses:

Mary Kelley, 304 N. 6th Street, Mankato 56001 (LWV-Mankato)
Mary Birmingham, 328 Pleasant, Mankato 56001 (LWV-Mankato)
Milo Schefers, 514 S. 4th Avenue, Moorhead 56560 (LWV-Moorhead)
Jean Flanagan, Box 504, Moorhead 56560 (LWV-Moorhead)
Mary Johnson, 1910 S. 6th Street, Moorhead, 56560 (LWV-Moorhead)
Dorothy Herbert, 103 Trussel, Champlin 55316 (LWV-Anoka-Coon Rapids) - she
has worked in the past as a research librarian)
Louise Grams, 312 11th Street South, Virginia 55793 (LWV-Mid-Mesabi)
Carol Pidcock, 4131 Aldrich Avenue North, Minneapolis 55412 (LWV-Minneapolis)
Sue Rosenfeld, 2033 Stanford, St. Paul 55105 (LWV-St. Paul)

Those who spoke in favor of the item at Convention who might be interested in being on the committee are:

Joan Hicks, 19 Brian Court, St. Cloud 56301 (LWV-St. Cloud Area)
Geri Nelson, 1013 Vera, Champlin 55316 (LWV-Anoka-Coon Rapids)
Bobby Olander, 2532 Orchard Lane, White Bear Lake 55110 (LWV-Mahtomedi Area)
Dorothy Lucas, 2101 S.W. 10th Street, Austin 55912 (LWV-Austin)

The wording of the study as adopted at Convention is: "A study of funding of public libraries in Minnesota."

National has a publication (#651) called "So you want to do something about Libraries." It is a 4-pager, covers library functions, standards, evaluation, government, and financing of libraries. We don't know whether it would be of much help but wanted you to be aware of it.

Let us know if we can be of any help to you.

Sincerely,

Harriett Herb
Executive Director

LEAGUE OF WOMEN VOTERS OF MINNESOTA



555 WABASHA • ST. PAUL, MINNESOTA 55102

PHONE: (612) 224-5445

MEMO

TO: Katharine Muff and Carol Pidcock

FROM: Harriett Herb on behalf of Helene Borg
Governor's pre-White House Conference on Libraries and Information Services

DATE: August 18, 1977

We have recently received a request from William G. Asp, Director of the Office of Public Libraries and Interlibrary Cooperation, to recommend people to serve on Governor Perpich's pre-White House Conference on Libraries and Information Services. The conference will be held in September, 1978, to precede the White House Conference, which will be held in September, 1979. To quote from Mr. Asp's letter, "the Governor will be appointing a number of citizens to work with a group of librarians in planning the state conference."

We would appreciate your assistance in suggesting persons for nominations to this committee. Helene would very much like to nominate both of you, and in order to do so, we must have your agreement to be nominated for an appointment. The names of nominees are to be submitted to the Governor's Office on August 31, so we need your answer by return mail or by telephone. The Planning Committee will meet three or four times between October, 1977, and September, 1978. All meetings of the committee will be held in Minneapolis or St. Paul, and travel expenses for committee members will be paid.

If you know of anyone else we should nominate, please let us have those names too so that we can contact them also. The federal guidelines for the state conference require that there be 1/3 librarians and library trustees and 2/3 citizens with no formal library affiliation on the Planning Committee. Since we have a study on public library financing, and since we have had contact with Mr. Asp before, he asked us for names of nominees. We would appreciate hearing from you as soon as possible. Thank you.

PETER P. STUMPF
Senator 64th District
328 State Capitol Building
St. Paul, Minnesota 55155
(612) 296-4193

Borg ✓
Berkwitz
Muff
Pidoock

OCT 3 1977

Senate
State of Minnesota

September 30, 1977

N O T I C E O F M E E T I N G

The joint Subcommittee on Libraries of the Senate and House of Representatives will meet on Friday, October 14th at 9:00 A.M. to tour the library facilities with a meeting following at 10:00 A.M. in the Helen Young Room and Center Section, 2nd floor, Southdale Hennepin Area Library, 7001 York Avenue South, Edina, Minnesota. We will be hearing testimony from the following systems:

Hennepin County Library Board

Ramsey County Public Library Board

Minneapolis Public Library and Information Center

St. Paul Public Library

Stillwater Public Library

Environmental Conservation Library

A map is enclosed giving directions to the library.

COMMITTEES • Education, Vice-Chairman • Energy & Housing • Finance •
Chairman, Ramsey County Senate Delegation

REPRESENTING • North End, Como Park, Payne-Edgerton, Thomas-Dale,
McDonough Neighborhoods of St. Paul and a Portion of Roseville



UNIVERSITY OF MINNESOTA

Continuing Education and Extension

OCT 7 1977

Audio Visual Library Service
3300 University Avenue S.E.
Minneapolis, Minnesota 55414

October 6, 1977

*Judy is Didn't we
already get the
catalog?*

H.

Rtn to HB plz.

Jerry Jenkins, Pres.
League of Women Voters of Minnesota
555 Wabasha St.
St. Paul, MN 55102

Yes. JM

Dear Mr. Jenkins:

I have just received the 1977-1978 Public Affairs Directory of the Twin Cities Metropolitan Area published by the Citizens League. It seemed most appropriate that in your public position you should be aware of the valuable resources we are able to make accessible within our state.

Audio Visual Library Service is a library of over 10,000 16mm motion pictures covering a vast number of subject areas. Although it is primarily an educational library, we have excellent materials on government, management, public affairs, personal and professional development, etc. Many of our titles are an excellent compliment to public functions and speeches and can provide a stimulating platform from which to launch community discussions.

Because we are not supported as are most library services, our films do carry a minimal charge. I am enclosing a sampler of titles to give you an idea of our subject matter and fees.

Our complete catalog (over 650 pages, thoroughly indexed and cross-referenced) is available for \$6.00. For that price you receive the catalog along with a \$6.00 rebate coupon which can be applied as credit toward your order of \$25.00. We're sure that in your very busy public contact schedule you could make excellent use of such resources. Our media is also utilized in staff development and training, etc. If you would like to receive our catalog, please return the attached form with your check or money order in the sum of \$6.00 made payable to the University of Minnesota, and one will be shipped immediately. If you do not feel that you can utilize the complete catalog, but are interested in a particular topic, please let me know.

We would like you to become familiar with our resources and sincerely hope that we can be of assistance to you in the future. If you have

any questions, please feel free to call me at (612) 373-5452. Thank you.

Sincerely,

Judy A. Gaston

Judy A. Gaston, Head
Technical Processing Services

JAG:lg

_____ Yes, please send me special subject listings in the following area(s): _____

16mm Film Rental Catalog Order Form

Please rush _____ copy(ies) of your new catalog. Enclosed please find \$6.00 per copy in check or money order made payable to the University of Minnesota.

NAME _____ TITLE _____
ORGANIZATION _____
STREET ADDRESS _____
CITY _____ STATE _____ ZIPCODE _____

(Send to: A.V.L.S., U. of Minn., 3300 University Ave. SE, Minneapolis, MN 55414)

16mm film rental

A SAMPLER OF FILMS FOR THE PUBLIC AFFAIRS PROFESSIONAL

CONTEMPORARY SOCIAL ISSUES

- *AGING** 10.75
SERIES: EDUCATIONAL PSYCHOLOGY
5S1417 color 22 min.
Examines some popular, yet commonly mistaken attitudes towards the aged and their place in society. Discusses two major theories on the aged-the activity theory and the disengagement theory-and the research being done by Bernice Neugarten, Robert Havighurst, and Sheldon Tobin, of the University of Chicago. Producer/writer and director, Peter Jordan. sca (2458/2322)
1971
- *ALCOHOLIC WITHIN US** 10.75
7D0462 color 25 min.
An allegory in which the mind is inhabited by feelings that stop it from coping with life: loneliness, fear, insecurity, inadequacy, resentment and guilt. Open-ended, the film is a valuable discussion starter in groups concerned with alcoholism, etc. jsca (2358/1014)
1973
- *THE ARAB IDENTITY: WHO ARE THE ARABS** 12.40
SERIES: THE ARAB EXPERIENCE
7S1354 color 30 min.
The immense human diversity of the Arab world is caught in this portrait of the Arab people. The sharp paradoxes of today's Arab world are introduced: from the sophistication of Lebanon to the poverty of Syria; from the inter-Arab clashes to the ringing emotional pan-Arab feeling at the funeral of a famous popular singer. An overview of the history, culture, and people of the Arab world. sca (2453/1092)
1976
- *ARE YOU DOING THIS FOR ME, DOCTOR, OR AM I DOING IT FOR YOU?** 20.25
SERIES: NOVA
1D0455 color 52 min.
In this era of heart transplants and test-tube babies it is becoming increasingly important that the advances in medicine should be matched by high ethical standards. The film takes us behind the scenes at major hospitals to witness a number of experimental situations. The controversial Willowbrook State School in New York where experiments on mentally subnormal children were done is visited. Most hospitals now have ethical committees to monitor research, but few of these include non-medical representation. ca (1089/1090)
1975
- *ARTHUR AND LILLIE** 12.40
7S1414 color 30 min.
What happens to films after they are made? Arthur Mayer's genial recollections of the great days of early Hollywood exploitation and publicity stunts give us perspective on that question. Now, at 89, he and his wife, Lillie, 86, spend much time on university lecture tours enjoying a creative old age. pjsca (2457/1014)
1976
- BROKEN TREATY AT BATTLE MOUNTAIN** 21.00
1S1465 color 73 min.
The struggle of the Western Shoshoni Indians of Nevada to retain their culture and land is dramatically portrayed. The Shoshoni struggle to keep 24 million acres of Nevada land originally promised to them by the Federal Government. Shoshonis explain the Indian way of life and tell what it means to them. People are shown confronting government officials who are tearing down their sacred pinyon trees, allowing deer to be killed for sport, and offering the Indians \$1.05 an acre for their Mother Earth. A dramatic story, filmed as it happened, of a broken treaty and a people's resistance. Produced and directed by Joel L. Freedman. Narrated by Robert Redford. Note: Restricted to use in the state of Minnesota. sca (2477/2478)
1974
- *CABLE: THE IMMEDIATE FUTURE** 6.55
3L0689 color 10 min.
Cable television could be the most popular communication media of the future. The present number of over-the-air channels cannot be increased because of a lack of quality frequencies, but coaxial cable can simultaneously carry many different channels and types of information. A nearly unlimited number of channels could be utilized for entertainment and educational purposes. Possible use of cable in computerized systems and two-way communication may introduce society to a wiser utilization of time and energy. Produced by Charles and Ray Eames for the Corporation for Public Broadcasting. jsca (1546/1898)
- *THE CITY** 12.25
8S0514 B&W 44 min.
Photographed and directed by Ralph Steiner and Willard Van Dyke in association with Henwar Rodakiewicz. Narration by Rodakiewicz and Lewis Mumford. Music by Aaron Copland. This classic film deals with four phases of town building: the New England town, built around a central plaza, the unplanned industrial community with its by-products of pollution and human waste; the crowded metropolis; and the new decentralized community, which is planned for space and segregates work and play. jsca (1952/1014)
1939
- *CONFERENCE** 7.40
2L0801 B&W 10 min.
An allegorical film in which Jesus Christ, a businessman, a woman in a swimming suit, a cowboy, and a radical student assemble in a modern skyscraper for a business conference. jsca (2237/1014)
1971
- *DEAD MAN COMING** 9.10
7S1425 color 24 min.
Provides insight into life inside a maximum security institution. Inmates and correctional personnel talk about conditions behind the prison walls. Also chronicles the experiences of two inmates who have recently been paroled, and shows how incarceration has affected their lives. Filmed at San Quentin State Prison. Director and editor, Ken Ellis; narrator, Paul Turner; music, Merl Saunders; camera, Jeff Cohen and San Quentin Inmate Film Workshop. sca (2464/1014)
1973
- *DEATH BE NOT PROUD** 36.00
1S1355 color 99 min.
Presents a story about a 16-year-old boy who strives for a lifetime of living during the last months he is given to life. Based on the book of the same title by John Gunther. Starring Robby Benson. sca (2434/1092)
1975
- *DICK AND JANE AS VICTIMS: SEX STEREOTYPING IN CHILDREN'S READERS** 21.00
1S1276 color 60 min.
Examines sexism in elementary readers. The sample included 150 children's books from 16 major publishers. Only a quarter of the books featured females, who were rarely treated as capable intelligent beings. Activeness and bravery in boys is contrasted with passivity and frailty in girls. Based on the book of the same title published by Women on Words and Images, a feminist consulting firm. (140 color slides in carousel tray with audio cassette tape and script.) ca (2203/2203)

AUDIOVISUAL LIBRARY SERVICE

CONTINUING EDUCATION AND EXTENSION • UNIVERSITY OF MINNESOTA 3300 University Avenue S.E., Minneapolis, Minnesota 55414

***FABLE OF HE AND SHE** 7.00
5E0971 color 11 min.
 An animated fable which challenges stereotyped and sexist thinking and celebrates the joys of individual self-expression. pjsca (2224 1092)
 1974

***HUNGER: LA FAIM** 7.50
5S1358 color 12 min.
 An animated satire of self-indulgence in a hungry world. Uses computer animation to present rapidly dissolving images which create a stark contrast between abundance and want. Presents a story about a man with an insatiable appetite who becomes anxious and haunted by a nightmare in which he is consumed by the starving people of the world. Encourages consideration of the attitudes and behavior of consumers in the rich countries of the world. French version released under the title "La faim." Producer, Rene Jodoin; director, Peter Foldes; music, Pierre F. Brault; photographers, Alan Ward, Richard Michaud; film editor, Pierre Lemelin. jsca (1082/1092)
 1974

***IN THE PRESENCE OF MINE ENEMIES** 11.85
7S1421 color 30 min.
 Navy Captain Howard Rutledge was a prisoner of war in Vietnam for seven long, lonely and torturous years. This is his personal story and it is also the story of his family who waited back home, not knowing if he was alive or dead. Each of the Rutledges had to face numerous trials, doubts and fears during this period of separation. The faith that sustained them, the friends and inner strength that supported them are impressively detailed and attest to the ceaseless wonder of the human spirit. Based on the book of the same title by Howard Rutledge. jsca (2462 1014)
 1974

***LARRY** 26.00
1S1360 color 80 min.
 Presents a dramatization of an actual case of a young man with normal intelligence who is institutionalized as mentally retarded. Tells of his struggles to discover himself. Producers, Mitchell Brower, Robert Lowenheim. jsca (2221/1092)
 1974

"LIKE A MOTHERLESS CHILD..."--TOWARD UNDERSTANDING NEGLECTING PARENTS 5.50
 Slide Audio Cassette
 SERIES: IF THE BOUGH BREAKS
5S1441 color guide 12 min.
 The dramatization of an interview with a mother who fails to provide adequate care for her children. It focuses on the relationship between the client and the social worker and its implicit developmental possibilities. Written by Rita Warren. Photography and sound by Sol Warkov. ca (2208 1020)
 1976

MEXICAN-AMERICANS: VIVA LA RAZA! 13.50
0S1443 B&W 47 min.
 The shock wave from the black civil rights struggle has awakened other minority Americans. Until recently Mexican-Americans (Chicanos) were practically invisible, though numbering over 5 million throughout the southwestern U.S. In the film, grievances of the Mexican-American community in Los Angeles were discussed by political and religious leaders, the police, and Chicano leaders--both moderate and militant (a violent confrontation between the Brown Berets and the police is included). Also, the success of Cesar Chavez and Rudolfo Gonzales in organizing Chicano workers is seen as a major force in the struggle for economic and social advancement. sca (1750 1011)
 1972

***PEOPLE, PEOPLE, PEOPLE** 5.50
3H0779 color 5 min.
 An imaginative and engaging animated survey of the millions of people who have inhabited this country, starting from 17,760 B.C. and proceeding to the present time. No matter what race, color, background, or creed, students of all ages will respond to this film. It deals with what is probably the most complex and fascinating subject of all time -- people. pjsca (2086 1014)
 1975

***THEFT OF CHILDHOOD...TOWARD UNDERSTANDING ABUSIVE PARENTS** 5.50
 Slide Audio Cassette
 SERIES: IF THE BOUGH BREAKS
5E0991 color 15 min.
 Based on the theoretical content of Dr. Brandt Steele's "Working with Abusive Parents from a Psychiatric Point of View." It tells the story of one abusive father, from infancy to parenthood, and emphasizes the effects of early childhood experiences on later parental functioning. Written by Rita Warren. Photography and sound by Robert Friedman. (79 color slides in carousel tray and audiocassette tape.) ca (1020 1020)
 1976

THOSE MAIL ORDER MILLIONS 7.40
 SERIES: CONSUMER FRAUD SERIES
3X0085 color 10 min.
 A fraudulent newspaper ad promises quick wealth. Students learn what that promise actually costs. sca (1742 1014)
 1976

TIME PIECE 7.00
 SERIES: CONTEMPORARY VALUES
3S1455 color 10 min.
 This film presents a visual satire on a day in the life of contemporary man as he is motivated by advertising, hypnotized by movies and surrounded by modern sex symbols. Academy Award Nominee and International Award Winner. ijsca (2474 1011)
 1965

GOVERNMENT

***CONGRESSMAN** 11.00
 SERIES: INSIDE GOVERNMENT
7S1377 color 26 min.
 A week in the life of a dedicated congressman: insights into the pressures of public life, the running of his office, the division of his time between legislating and tending to his constituents. jsca (1005/1005)
 1976

***LEGISLATOR** 11.00
 SERIES: INSIDE GOVERNMENT
7S1378 color 25 min.
 The film follows a state legislator as he carries a bill, fights off a crippling amendment while incorporating acceptable changes, jockeys the bill out of committee and tries to get it passed on the floor. jsca (1005 1005)
 1976

***A LOCAL CONFLICT** 11.00
 SERIES: INSIDE GOVERNMENT
7S1380 color 25 min.
 A controversy over a land development issue and the pressures of citizen groups on a city councilwoman provides insights into the working of local government. jsca (1005)
 1976

***LOBBYING** 11.00
 SERIES: INSIDE GOVERNMENT
7S1379 color 25 min.
 A study of how lobbying at the state level affects legislators and legislation, for bad and for good. jsca (1005/1005)
 1976

***MY COUNTRY RIGHT OR WRONG?** 9.75
 SERIES: SEARCHING FOR VALUES
5S1339 color 15 min.
 Edited from the motion picture "Summertime," starring Jack Warden and Michael Douglas, released by Columbia Pictures in 1971. A study of the attitudes of a young man and his father whose views concerning patriotic duty differ, and the reaction of the son when he overhears his father attempt to hire a mechanic to sabotage his car. jsca (2253/1092)
 1972

***POLITICS, POWER, AND THE PUBLIC GOOD** 9.80
 SERIES: SEARCHING FOR VALUES
4S1340 B&W 19 min.
 Edited from the Columbia Pictures' 1950 motion picture "All the King's Men" which stars Broderick Crawford. The authority of a long-term, powerful politician who conquers the polls through unethical tactics and henchmen is challenged by a motion picture documentary exposing his unsavory methods in gaining office. jsca (2253-1092)
 1972

***WHY WE HAVE LAWS: SHIVER, GOBBLE AND SNORE** 6.75
 SERIES: BASIC CONCEPTS
3S1370 color 7 min.
 An animated story introducing the basic concept of laws. Concludes that no one can live peacefully without rules, and that if people help make their own laws, they will usually make fair ones. pi (1489 1092)
 1970

NATURE, ENERGY AND ENVIRONMENT

BIGHORN! 20.75
1N1187 color 52 min.
Singer-composer John Denver and his friend and guide, Tommy Tompkins, journey into the wilds of the Rocky Mountains. The magnificent high country is a land peopled by coyotes, moose, elk, grizzly bears, and the unique Rocky Mountain bighorn sheep. With them we are able to study the bighorn through the seasons. We observe the ewes with their newborn lambs in the springtime and the exciting ritual battles for dominance between the rams and learn much about their habits and behavior. The film shows how the life of the sheep is being threatened by the activities of man. In a larger sense, the film is a plea for conservation of all aspects of our environment. Original songs written and performed by John Denver include "Rocky Mountain High" and "Open Up Your Eyes." jscs (2221 1092) 1975

***GIANTS IN THE SKY** 8.70
5N1145 color 16 min.
"Giants in the Sky" is Robert Hartkopf's first film since "Cry of the Marsh." It is a visually beautiful story of one of the most unusual wildlife discoveries of all time. The largest of the world's wild geese, thought to be extinct by the early 1930's, were recently rediscovered within the city limits of a bustling metropolis. This startling discovery took place nearly in the shadow of the world renowned Mayo Clinic. Today these magnificent giants are reestablishing themselves throughout North America and are being introduced into Europe. It is a film which serves as a model to reverse accelerating wildlife extinction and shows modern man how to enrich urban environments by sharing open spaces with wildlife. jscs (2001 1436) 1975

***LOOK WHAT THEY'VE DONE TO THIS LAND!** 9.25
5S1419 color 22 min.
A spokesman for the Hopi Indians and the president of a major utility company offer differing views on the effects of strip-mining and coal-burning plants at Four Corners (where Arizona, Utah, Colorado, and New Mexico meet). Photography of the land in question helps to generate comments on what we, as consumers, are demanding of our environment. Producers, Jack Parsons, Bill Medsker; cameraman, Mark Obenhaus; editor, Michael Earney. sca (2460 1014) 1974

THE OTHER WAY 11.30
SERIES: NOVA
7N1155 color guide 26 min.
Dr. E. F. Schumacher, an economist who has served as an economic advisor to several of the developing countries, suggests a radically new approach to the energy crisis and related problems of fuel use, land use, and manpower use, with intriguing examples of the technology he believes must be adopted as an alternative to today's massive, energy-hungry machines. Dr. Schumacher identifies the problem of "energy sink"—the use of as much or more energy in building and maintaining power plants than is supplied by these plants. The growing need to conserve fossil-fuel energy is especially pressing in Third World countries. He advises these countries to develop an "intermediate technology"—efficient, yet more dependent on the human factor than the technology of the West. sca (1089 1090) 1975

THE PLUTONIUM CONNECTION 25.00
SERIES: NOVA
1P0847 color guide 59 min.
Plutonium is the processed waste product of nuclear reactors. There are several processing plants in the U.S. and there are plans to build more. It will become increasingly difficult to keep track of our growing plutonium supply. The plants already operating can only maintain inventory control to within one percent accuracy. In the future that one percent will represent several pounds: enough to build a number of bombs. With the availability both of the technical information and the material itself, what is to prevent anyone who is interested from constructing a bomb and using it for terrorism? Soon gold will be replaced by plutonium as a prime target of theft, with far more tragic consequences. Ted Taylor, a physicist, has written extensively on the subject of nuclear security. He feels that by the year 2000 nuclear terrorism may be at an intolerable level. This sobering documentary examines the tremendous problems facing us in trying to safeguard our increasing nuclear material. sca (2504 1090) 1975

THE RISE AND FALL OF D.D.T. 9.00
SERIES: NOVA
5N1156 color guide 18 min.
First hailed as a miracle insecticide and the savior of millions of lives, DDT came to be regarded by some as a major threat to the environment. The film traces the events leading up to the banning of DDT by the U. S. Environmental Protection Agency in 1972. In interviews with manufacturers and supporters of DDT, world health officials, environmentalists, and scientists researching its effects upon humans, animals, and the environment, the film presents a balanced view of the DDT controversy. Finally, it proposes a solution to the DDT dilemma—selective use of the chemical for world health and pest-control purposes, based on a realistic weighing of potential dangers and immediate benefits. sca (1089 1090) 1976

THE SUNBEAM SOLUTION 14.65
SERIES: THE ENERGY CRUNCH
9N1153 color guide 38 min.
The possibilities of solar energy for the future are discussed. Examples of energy consumption and waste are pointed out to emphasize the need to search for alternate energy sources. Several options are explored including nuclear fission, solar satellites, microwaves, space shuttles, and individual units to heat and provide power to homes and factories. There are also other untapped sources of energy already on earth: wind and tidal power, geo-thermal power, and the use of other natural elements such as hydrogen. Discusses accomplishments in the area of recycling plants, sewage works, insulation, and heat pumps. Concludes with a warning that civilization is rushing faster and faster toward the energy crunch, with very little concrete effort being made to avert it. sca (1089 1090) 1974

WILDERNESS CANOE COUNTRY 8.00
7K0239 color 28 min.
A documentary film sponsored by the organizations endorsing the Quetico-Superior program, telling the story of this region, and why the preservation of its wilderness character is important to America. This beautiful film of superlative photography showing the wonders of this primitive region, is a plea for future generations to enjoy. jsa (1039 1039)

ZOO 7.25
4N1223 B&W 12 min.
A candid-camera technique catches the "characters" at a zoo—both sides of the bars are represented—each group reacting to the foibles and proddings of the other. Comic and ingratiating, the film mirrors the fundamental relationship of all living creatures. Without narration. A film by Bert Haanstra. Released in the U.S. in 1975. jsca (2533 1014) 1962

TO BECOME A BETTER YOU

AN APPROACH TO GROWTH: AWARENESS TRAINING 12.95
SERIES: FILMS FOR SOCIAL SCIENCE
7R0184 color 26 min.
This film documents the educational programs offered at the Lomi School in Kauai, Hawaii. Members of the school are shown engaging in a variety of exercises drawn from Gestalt therapy, hatha yoga, bioenergetics, kinesthetics, and polarity therapy. These procedures are designed to heighten the individual's awareness of his mind and body, and contribute towards more genuine and fulfilling lives. The film is especially relevant for those interested in psychotherapeutic procedures, particularly those approaches somewhat removed from the more traditional therapies. It illustrates how a number of complementary disciplines can be integrated to function toward the same goal. sca (2472 2322) 1973

***HOW TO CONDUCT A MORE PRODUCTIVE MEETING** 15.00
SERIES: COMMUNICATING SUCCESSFULLY
7L0742 color guide 25 min.
A meeting that wastes time, gets out of hand, breaks into factions, or turns into a soapbox for one person's point of view, usually produced one result: the need for another meeting. This lesson teaches you how to conduct meetings that bring positive results. It dramatizes the problems that can arise, and points to a variety of solutions that you should be familiar with. sca (1090 1090) 1973

***HOW TO MAKE A MORE EFFECTIVE SPEECH, LESSON ONE** 15.00
SERIES: COMMUNICATING SUCCESSFULLY
7L0740 color guide 25 min.
Almost anyone can be an effective speaker if he learns two things: how to control his own fear, and how to put his her points across clearly, succinctly and persuasively. This lesson offers the techniques: how to prepare and write a speech, how to size up your audience, define your objectives, research your facts, organize your material, and how to deliver the final product. sca (1090 1090) 1973

TO BE TRUE TO YOURSELF 8.70
SERIES: THE INNER CIRCLE
5R0194 color guide 16 min.
It's hard to be true to yourself when you're not sure who your true self is. Youth constantly faces this challenge. It's part of growing up. The film asks young people whether they're too busy meeting the expectations of others to come to grips with their own dreams. Whether they follow the crowd rather than their own interests and convictions. Whether they can admit their own likes to themselves and be brave enough to pursue them. Whether they're so busy pretending that they lose touch with their real selves. It's a lot easier to be true to yourself when you like what you see in the mirror in the morning. jsc (1354 1354) 1976

***TOTAL FITNESS IN THIRTY MINUTES A WEEK**

7D0472 color 11.85
28 min.
A film adaptation of Dr. Laurence Morehouse's best selling book, by the same title, on how to stay fit with a minimum of effort, through pulse-rated exercises. Dispels common myths about exercise and explains the importance of a five-point program for total fitness. jsca (2363 1014)
1975

***UP THE ORGANIZATION**

7A0598 color 11.85
30 min.
Robert Townsend, who wrote the book, UP THE ORGANIZATION, that outraged the business world, appears here to give his very personal views on such topics as the chief executive, personnel department, management consultants, computers, the public relations department and "Getting In and Getting On." ca (1089 1090)
1973

MISCELLANEOUS

***CREATIVE AMERICANS, 1800 - 1900**

7F0716 color 11.30
27 min.
It was a time of great change, great conflict. The nation surged West, split itself with war, then came together in an industrial explosion. Everywhere was energy, life, and the development of a unique American point of view which unfolds here in this comprehensive look at all the major artistic achievements of the century. jsca (1288/1090)
1972

***NEW ARTS**

5F0739 color 8.15
16 min.
An introduction to technological art and artists. Includes interpretations by Andy Warhol, Roy Lichtenstein, Claes Oldenburg, Boyd Hefferd, Tony Smith, Bob Whitman, Newton Harrison, and Rockne Krebs. Music, Gil Melle; photographer, Eric Saarinen; editor, John Hoffman. jsca (2388/1014)
1971

***KITTY HAWK TO PARIS, THE EARLY YEARS OF FLIGHT (short version)**

7H0763 color 12.25
30 min.
Traces the formative years of American aviation in the exploits of its heroes: Wilbur and Orville Wright, whose bicycle shop produced a flying machine in 1902; pilots of World War I; barnstormers who delighted crowds with their acrobatics; airmail fliers; and Charles Lindbergh, who flew from New York to Paris in 1927. Edited from full version in 1976. jsca (1732 1092)
1976

***REACHING OUT**

5S1412 color FREE
20 min.
The point of "Reaching Out" is that University work can happen anywhere, not just in classrooms. "Reaching Out" tries to acquaint the viewer with some of the different places where University work does occur, and also with the ways University work affects Minnesotans and other people in the world. While the film isn't "everything you always wanted to know about the University of Minnesota," it does try to provide a picture of a complex institution made of people working in behalf of other people. sca (1020 1020)
1976

***MOONWALK (SHORT VERSION)**

9S1364 color 16.00
40 min.
Commissioned by NASA to capture the full scope of this historic event- not only for us, but for generations to come-filmmakers Theo Kamecke and Francis Thomson have merged poetry and science. Through spectacular visuals and a terse yet lyric narration, they have created a film which is a celebration of man's exploration of his universe. The mammoth stone slabs of Stonehenge, hauled into place more than 3,000 years ago by primitive man seeking to unravel the mystery of the heavens. The glistening hulk of the Apollo 11 spacecraft, assembled by half a million technicians, poised against the night sky of Cape Kennedy, ready to carry man to the moon in 1969. Millennia apart in technology, they are but two expressions of man's eternal striving to conquer the unknown. pijsc (1038/1092)
1976

To place your telephone order, call (612) 373-3810 between 7:45 a. m. and 4:30 p. m., Monday through Friday. To schedule a preview of any of these media titles in our facilities, call (612) 373-3940.

JG:PA
8/77

OCT 18 1977

Dear Helene:

I hope that I shall see you Thursday but, just in case, I want to share with you some good news. Actually, I am getting impatient to share with all of you the pleasure I've opening the mail. As of last week more than half of the Leagues have responded and many others are "on the way" Our first objective - to raise "library consciousness" has been achieved. ~~Because of the deliberate open end~~

The first to respond were the ones that took the suggestion to do the survey questions at a Board meeting very literally. They concluded that it was some sort of test and they didn't cheat by looking up answers. Since then I've received reports indicating that they researched the first section and interviewed many more members and even neighbors on attitudes. Because of the deliberate open-end nature of the questions - inviting comment - the results can't be fed into a computer - but it is very evident that our members now know much more about libraries and we know much more about their attitudes than before.

It has been well-received. They like the notion that they are being contacted early on. By the way, I sent a questionnaire to Silver Bay, asking that since they have always supported their own library and brought half of their county into the Arrowhead Library System long before the Two Harbors half joined (and thereby made bookmobile service to the entire North Shore feasible) that they might want to help us with our research. I met their immediate past president at another meeting. She greeted me with "Why didn't you do this kind of study while I was President?" Professional librarians can't wait - but they will have to - to get their hands on our results. Ken Neilson attended a seminar in Denver where the hot topic was community evaluation. He says that a year or two from now we may find ourselves copy-catted nation wide! And will we help? I told him that if they did a study we approved they couldn't stop us from helping!

A legislative study committee in the Lake Agassiz region wants us to work with them or vice versa. (I tabled that until after our committee meeting)

I hope that we can find a way to get into action before we cool down. And while we have a Governor who is planning a library priority message to the legislature. As Carol Pidcock has said - this is an idea whose time has come.

If I stopped to retype this it would never get in the mail today, men are installing combination storm windows and one of them is on a ladder outside the window watching me type! I hope he bangs his own finger.

Anyway, I wanted you to know.

Katharine Muff

Eneith
October 17, 1977

GUIDELINES FOR STATE STUDY PROGRAMS

I. Form Committee

Criteria: geographic location (widespread participation)
available time
experience/expertise/enthusiasm

II. Committee Meeting #1 (may need several meetings depending on scope of subject)

- A. Discuss final goal
e.g., consensus; information only, etc.
- B. Discuss specific projects to fulfill goal
e.g., publications, video presentation, etc.
Project choice(s) may be determined by:
 - budgetary limitations (check with office staff)
 - size of committee (don't ignore non-LWV resources)
 - committee commitment (involvement in this first planning process will help assure involvement in completing project)
- C. Assign any resource information needed to help determine what project will be.

III. Committee Meeting #2 (or more)

- A. Determine Project(s)
- B. Begin developing timetable
 - 1. Start from the end -- when must project be completed?
 - 2. See Sample Publication Timetable.
- C. Begin developing project (publication) outline
- D. Assign any of above tasks to subcommittee or individual for completion by next committee meeting.

IV. Committee Meeting #3

- A. Finalize project outline
 - 1. Discuss possible resources
 - 2. Assign all parts of outline to committee members by name
- B. Finalize timetable
Allow maximum time limits to provide for later revisions due to unforeseen circumstances and also to provide peace of mind
- C. Plan and assign inter-LWV communications
 - 1. State Board
Committee minutes, timetables, etc., must go to President, Development and appropriate program people for coordinated effort
 - 2. Local LWVs
Monthly communications via Board Memo (check office for deadlines);
initial committee guide (including timetable of what you will be doing, what's expected from them, and resource bibliography)
 - 3. Other state LWVs
The state office receives VOTERS and publications from several other state LWVs. It's always possible that someone else is, or has, done the same thing you are.

V. Subsequent committee meetings

- A. Monitor progress of projects
- B. Collect project assignments
- C. Periodically review timetable and outline for revisions
- D. Plan additional or complimentary projects
e.g., writing of committee guides, consensus questions, etc.

MORE

SAMPLE PUBLICATION TIMETABLE

1. Publication outline ready and assigned to researchers/writers on committee
 - Allow 4 to 6 weeks depending on scope of research and time of year (major holidays require additional time)
2. First drafts due from committee
 - Allow 1 week for committee editor to organize, find gaps or inconsistencies, and return to researchers
 - Allow 1 to 2 weeks for researchers to revise material and fill in gaps
3. Second drafts due from committee
 - Allow 1 week for revisions, retypings
4. Send to LWVMN Editor
 - Allow 1 to 2 weeks for editorial revisions
5. Revise draft and send to LWVMN on-Board readers
 - Allow 7 to 10 days for readers to comment and return
6. Revise draft and send to off-Board readers (off-Board readers must be approved by LWVMN Board in advance)
 - Allow 1 week for office to type, reproduce and mail to readers
 - Allow 2 weeks for off-Board readers to comment and return
7. Revise for final printing
 - Allow several days for revisions
 - Allow several days for office to type final copy
 - Notify printer in advance to schedule time and negotiate finished date
8. Deliver to printer
 - Allow 2 to 3 weeks for key lining, proofreading and printing. Time depends on size of publication and availability of committee person to proofread on demand.
9. Send to local LWVs
 - Coordinate with time of regular Board Memo mailings
10. Time committee guide and consensus questions for local LWV use
 - Allow 3 1/2 to 4 months for local Leagues to go through unit, consensus, Board approval process. Always wise to meet Minneapolis LWV deadline, since theirs is longest and you will then meet other LWVs deadlines.
11. Receive consensus returns from local LWVs
 - Allow 1 month for project committee to compile consensus returns and compose position statement (less time for short, simple consensus)
 - Allow 1 week for LWVMN Board to review and comment on position statement before presenting for official Board approval.

BRIEF MINUTES OF THE LIBRARY STUDY COMMITTEE MEETING of October 20, 1977

Present: Katharine Muff, Chair, Pidcock, Rosenfeld, Namie, Schefers, Thomas, Kelly, Konhauser, Porter, Helgeson, Schanley, Carr, Nelson
State Board Members Present: Berkwitz, Waldo
Staff Present: Herb

The Chairperson stated that all those present except those who demurred would be consider members of the Funding Public Library Study Committee and that all others on the mailing list would be considered resource people. Several proposed time lines were developed. One:

- 1979 January, Legislative Session Begins
- 1978 November - LWVMN Board approves consensus
 October - Consensus reports from local Leagues in and collated, possible position prepared for the November state Board meeting
 September - Unit meetings
 July - material to local Leagues
 June - editing and printing
 May - expert readers' reaction to publication and editing
 April - Board committee reading, revising and first editing
- 1977 December through March, 1978 - research and preliminary writing

The second time line developed would have the state Board approve any consensus at its January, 1979, meeting, with the balance of the time line adjusted accordingly.

A rough outline for the publication was developed:

- I. Definition of terms, for example, there are two types of public library systems as well as affiliated public libraries.
- II. The role of the State Department of Education; Public Library Funding is a line item in their budget request to the Legislature.
- III. History
- IV. Current Funding
 - a. Formula - what it is, how it works
 - b. Local relation to municipality or county, regional and state (Federal funding, which amounts to about 1 1/2% would be included in the state section.)
- V. Current Services
 - a. Types of services, for example, multi-media
 - b. Trends in services
- VI. Funding Alternatives
 - a. State long-range plans
 - b. Regional long-range plans

The following people will assume the following assignments:

Katharine Muff will work on the definition of terms
Milo Schefers on the history
Hazel Helgeson on funding alternatives

It was decided that local Leagues would be identified in each public library regional area and that those local Leagues would be requested to ascertain current funding for the public libraries in their region.

The next meeting of the Study of Funding Public Libraries will probably be held in January, 1978.

League of Women Voters of Minnesota, 555 Wabasha, St. Paul, MN 55102
October 20, 1977

LIBRARY STUDY COMMITTEE

Katharine Muff, 723 Douglas Avenue, Eveleth, MN 55734 - 218-741-8621
Susan Rosenfeld, 2033 Stanford Avenue, St. Paul, MN 55105 - 612-698-6022
Carol Pidcock, 4131 Aldrich Avenue North, Minneapolis, MN 55412 - 612-529-6992
Pam Berkwitz, 2425 France Avenue South, Minneapolis, MN 55416 - 612-920-3364
Milo Schefers, 514 South 4th Avenue, Moorhead, MN 56560 - 218-233-2542
Ann Thomas, 5792 Lynnwood Boulevard, Mound, MN 55364 - 612-472-5009
Mary Kelley, 304 North 6th Street, Mankato, MN 56001 - 507-388-4324
Barbara Namie, 216 Fulton Street, Mankato, MN 56001 - 507-387-5049
Aileen Konhauser, 6313 Halifax Avenue, Edina, MN 55424 - 612-927-9401
Mary Porter, 5940 Concord Avenue, Edina, MN 55424 - 612-6065
Hazel Helgeson, 5513 Highwood Drive, Edina, MN 55436 - 612-929-1757
Mary Waldo, 2279 Folwell, St. Paul, MN 55108 - 612-644-9228
Sandra Shanley, 3245 Sprague Street, Anoka, MN 55303 - 612-421-0123
Jean E. Carr, 1105 9th Street N.W., Austin, MN 55912 -
Gert Nelson, 710 9th Avenue S.W., Austin, MN 55912 - 433-433-8193

FILE COPY

NOV 25 1977

Eveleth, Minnesota
November 22, 1977

Helene Borg
LWV of Minnesota
555 Wabasha, St Paul, Mn.

Dear Helene:

Although my first reaction to your letter of November 18th was NOW she tells me! I am very pleased to have the information. Perhaps I should be flattered that it had been assumed that I already knew so much. It is a familiar problem, I've been on both sides, people deeply involved with procedures tend to over-estimate the degree of information possessed by the rank-and-file.

I'll be glad to get the survey sheets into a file. You will find them very interesting but difficult to collate because, unlike so many inquiries, these questions were formed with no idea of the answers. This survey did accomplish its first objective - to raise the library consciousness of our members. A complication: the suggestion - which did not originate with me - that the survey be done at a Board meeting - produced an unexpected result. The earliest responses came from Leagues who took it as a test and were embarrassed by the lack of information. The St Peter League is a good example. They are now participating in an area study and would reply more fully today. But, happily most Leagues did some homework. Generally, most Leaguers know very little about library organization, don't know who their library board members are, for instance, but the ones who are involved are fascinated by the subject! The committee must remind itself that the LWV Convention limited our study to library financing. The study shows that, without detail, most know very well that the bulk of funding is local.

Because I wanted to be sure that we were covering the whole State you will find that I have made notes of Regional Library System membership. It is significant that the areas with the least library service are also the ones without Leagues! Before we complete our study we must face that fact as a problem. If you can find funds - this is one need.

About funds - I took seriously the admonition that this be a low budget study! Except for postage and a few phone calls, I have incurred no expenses. The travel costs of my attendance at the committee meeting were piggy-backed to another meeting. I'd like to wait for the January committee meeting to get a figure on volunteer hours. I wish this voucher form had been in my hands earlier.

The only statements either Carol Pidcock or I have made have emphasized that we are studying only library financing and that ours is a slow, deliberate process. Marie Goss will substitute for Carol as an information source for Mpls but I intend to ask Barbara Namie of Mankato to take charge of as ~~much as~~ *much as* she will of the organization of material. She is not only well-informed and

dedicated but also is a real take-charge person. I can't truthfully say that I have not regretted saying yes when you asked me to take on this task but getting to know people like the ones who are working on this project mitigates any regret.

And I remind myself that this is a learning experience. One thing I've learned is the ~~answer~~ answer to "Why don't out-state women"

Most of the printed material that I have has been forwarded from the LWV office so I assume that copies were made and kept. But I'll bring in what I have next time. Before I set a date for the January meeting I want to reach a few members of the committee. Will you check your January calendar and let the girls in the office know the days when you can't come? I do wish that you might have been present, at least for awhile, at our first meeting.

I had not hoped to answer quite so promptly but the snow storm gave me time I had not expected to have. All kinds of meetings and events, community and social, have been cancelled and the roads are still bad. But this letter was interrupted about half-way down page one when the power went out.

I hope that the meeting in Houston was as peaceful as the reports I've heard but I have an idea that the Sadat/ Begin thing pre-empted media attention! Would that they had met last summer!

Katharine Muff

III P.S. III

Dear Helene:

Just heard from Ann Thomas who tells me that she didn't know anything about Carol Pilcock's health problem and neither does League Office! She resigned right after our meeting at which she was strongly withdrawn.

It is largely because of her sudden departure

↓

that I've been so discouraged.

However, Ann Thomas, has the Melsa study in hand. (Rosenfeld and Shonley with her)
As soon as I can answer her letter I'll forward it to you.

Meanwhile - could you call Carol? I don't want to pry, if she doesn't want to talk, but let her know that I am grateful for her help and hope for her recovery.
K

DEC 14 1977

LEAGUE OF WOMEN VOTERS OF MINNESOTA



555 WABASHA • ST. PAUL, MINNESOTA 55102

PHONE: (612) 224-5445

MEMO

TO:

Harriett Herb

FROM:

Katharine E Muff

SUBJECT:

Library Study Committee

DATE:


12-10- 77

I've contacted a few people about preference of dates for meeting. I'd like a two day meeting, maybe not everyone there all the time, to get this thing ready to be written up. If we can get scope and style decisions made we will not need to meet physically again.

I shall be in Minneapolis Saturday - busy all day - and I shall try to contact as many of the committee as I can by phone, Twin City people, and then ask you to send out notices.

~~xxx~~ Barbara Namie's letter is enclosed. I have circled the items that need attention. If I don't reach you Saturday, please call me at home Tuesday. If we don't want to set baby-sitting precedents, I think a stated allowance for out-of-pocket expenses for overnight expense would do. She won't be staying in a hotel.

I think the other enclosures are routine.



correspondence

December 10, 1977

Marie Jensen
7 Hillside Court
Northfield, Mn 55057

Dear Marie:

The first-step survey is nearly complete and the returns are filed. I believe we have one from Northfield. If so, I'll add your letter to it. If not, your letter is doubly welcome! At any rate, the committee that will be digesting, coordinating etc preparatory to writing a report has a SELCO person on it - from Austin - who probably is familiar with your statistics. And, ofcourse, we have access to public records.

But.... we want to continue to hear from all of you. One of the reason's for the preliminary survey was to measure attitudes. The more in-put, the better. Please extend this invitation for further participation to all concerned Leaguers.

Season's greetings
Katharine Muff

Katharine Muff

Add to Northfield
Scurry file

NOV 28 1977

7 Hillside Court
Northfield, MN 55057
November 26, 1977

Ms. Katharine Muff, Chair
Library Study Committee
c/o MN LWV
555 Wabasha
St. Paul, MN 55102

Dear Katharine:

I am writing you since our local LWV is not yet geared up re library study, and I want to try to get some input into your work as soon as possible.

Our local City Library and that of Faribault (both in Rice County) are linked together with Rice County in a regional library arrangement called SELCO. There are fairly complicated financial arrangements, but essentially the County provides funds via SELCO to provide various library services to rural residents.

When SELCO was formed, state law provided that the participating counties must contribute a minimum of 1/3 of a mill, but the State Department of Education has made a ruling that it must be 2/3 of a mill. Our County Board has objected strongly to this, feeling that any increases in their contribution should be in dollar amounts, not mills, because of the variable nature of property valuations. And I must say that I would have to agree with them, believing that ~~available~~ funds should be made available according to needs and population, and not according to valuations that may represent farm sizes, commerce, industry, etc.

I hope that you will consider this type of problem in your study.

Yours truly,

Marie Jensen

Marie Jensen (LWV member and
also City Councilwoman, although
I am speaking for neither in
this letter)

PUBLIC LIBRARY FINANCING QUESTIONNAIRE

Excelsior

1. What is the name of the library facility that serves you?

Hennepin County Library

2. Is it part of a regional library system? If so, which one?

MELSA

3. If it is part of a regional system, how are the people put on its governing Board? Can you name them?

a) People apply to Board and are then appointed (I think)

b) No

4. Are you served by a bookmobile; branch library; book deposit depot; mail-a-book; or other special outreach service?

Branch library

5. How is your library financed?

Estimate percentages:

☒ A. Local Taxes: *County*

B. Federal/state grants to local government:

C. Federal/state grants to the library:

☒ D. County taxes: *Hennepin 90%*

E. County contract with local library:

☒ F. Federal/state grants and county support through regional or system contract: *10%*

G. Other (specify source or sources):

6. What hours is your library open:

*2 evenings a week (mon - 9 on those days)
10-5 other week days (no Sundays)*

7. Are there any days of the week when it is not?

Sundays

8. How many people does your library serve?

over 500,000

9. Do you know what "OPLIC" is? *yes*

If so, do you know what state department it is within? *Education (I think)*

Which statements express your attitude toward your public library facility?

Check all statements with which you agree and number them in order of priority. Remember, this is not consensus; you are participating in the research of this committee. If more than one person answers, make the appropriate number of checks -- or you may make additional copies.

1. It's a supply of recreational material

2. It's not much, but we can't fund anything better

/ 3. An information and reference center

2 4. Help in solving problems, including referral to other sources

5. A research center

(Over)

6. A collection center for historical material
7. A cultural heritage
8. A prime adult education agency: the only one available to everyone
- 3 9. An auxiliary to our school system
10. A people's university
11. Nice, but I can get along without it. I buy my own books and magazines and watch TV
12. Oh, I don't know....I guess it's o.k. for those who use it
13. Special interest reading (please give examples)
14. They don't have what I want such as large print books and/or _____
- 4 15. I like to borrow pictures and films and records and cassettes
- 5 16. I use the reading room to keep up on magazines, papers, and such
17. We use the meeting room(s) once in a while
18. It's not much use. It's never open when I could use it.

(Any other comments?)

Please return to Katherine Muff, 723 Douglas, Eveleth, MN 55734

Bronstad
349 College
Eveleth 55733/

Dec. 7, 1977
516 Fulton St.
Mankato, MN. 56001

K. Maff
Eveleth, MN. 55734

Dear Katherine,

Thank you so much for contacting me. We had a committee meeting Tuesday last and the date for the January meeting was discussed. My committee is at the point of "sifting". We have collected reams of material, had meetings with John Christiansen, attended the SNICE breakfasts and participated in the Stumpf committee hearings. The cooperation here has been excellent - tho' we are a bit "snowed" with material! It will come together.

The committee is planning to prepare a concise visual (overhead) presentation which will be portable, fileable and hopefully to the point. This presentation will be prepared during the first two weeks in January for use at the 3 Mankato unit meetings and the St. Peter unit meeting the week of Jan. 16. I would like very much to bring the presentation to St. Paul. - (Jan 20-21?) If the meeting is before that date I probably won't have quite as much to contribute. (I would like you to arrange to have an overhead projector and screen available for me to use.) I do not know Greg Aspenes. ~~#~~ I look forward to hearing from you.

Wane -

P.S.

Re: an overnight - I can try to arrange to stay with friends - however my baby is still nursing so she'll have to come along. Are there any monies available in the state budget to reimburse babysitting costs - I'll probably bring a girl along - unless babysitting can be provided during the meetings.

Thank you &
Merry Christmas!
Barbara Nannie

The League of Women Voters of Minnesota, Inc. Fund (1978)

The League of Women Voters of Minnesota, Inc. Fund was one of those special designated/restricted funds of the Saint Paul Foundation known as "in-and-out" funds. While in the case of its ordinary designated, restricted, or unrestricted funds the Foundation makes charitable grants from income only and allows principal to accumulate, in the case of in-and-out funds it disburses both income and principal until the fund is either exhausted or replenished with fresh additions of principal. (Hence, the funds move "in-and-out" of the Foundation). The ordinary funds exist for perpetual use; the in-and-outs exist for short-term use, usually to help finance a specific project or projects. Such funds are advantageous to both the sponsor organization and to The Saint Paul Foundation. They provide the sponsor with the administrative and/or financial services of The Saint Paul Foundation, and they provide The Saint Paul Foundation with immediate gifts which aid it in meeting the Public Support Test.¹

The League of Women Voters of Minnesota, Inc. Fund was created to publish a study on a particularly urgent problem - the problem of financing public libraries in Minnesota. Since its founding in 1919, League of Women Voters has been at the forefront of political action in Minnesota, acting on its stated purpose of promoting "political responsibility through informed and active participation of citizens in their government."² The League serves as an

important source of political information for citizens, organizations, and institutions - public and private; it provides numerous services to voters; and it helps galvanize public attention around important political issues through public meetings, workshops, and publications.³ League studies have won praise for their thoroughness, accuracy, and impartiality, and have encouraged new directions in governmental and popular thinking.⁴

In the mid 1970s League members were growing increasingly disturbed at the financial crunch confronting public libraries - in Minnesota and elsewhere. Costs of purchasing books and other materials are spiraling and use of libraries is increasing. In addition, users are demanding more services. In recent times libraries have become more than repositories for books; many also provide extensive reference services and administer growing collections of periodicals, newspapers, pamphlets, microfilm, and other materials. The larger and more diverse collections have raised costs for classification, processing, and storage and have heightened the need in some communities for new or improved facilities and staff.⁵

As costs and needs have risen, funding for libraries in many communities has declined. As of early 1978 public libraries in Minnesota were receiving 88% to 96% of their funding from local governments, primarily from local property taxes. With the current pressures for tax cuts and controls on government spending, such funding has become increasingly uncertain and inadequate. Many

communities find their property taxes stretched to the limit to finance health and safety services, and when funds are tight public libraries are among the first to feel the crunch.⁶

League members recognized a need for long-term planning to guide the funding of public libraries. Without such planning they saw a prospect of increasing and dangerous cutbacks in services, staff, and other library programs.

At its state convention in 1977 the League voted to conduct a study of public library financing in Minnesota.⁷ In this study as in others the League proposed to serve primarily as an educator - analyzing the history and problems of public library financing and alerting Minnesotans to alternative methods of funding. During the next year state and local League members conducted research in communities around the state, and by September, 1978 the study was essentially finished.⁸

While the League conducted most of the work through its own state and local volunteers, additional funding was required for miscellaneous expenses and for printing and distribution of a final report on the study. For financial aid the League approached The Saint Paul Foundation, the Mardag Foundation (a private foundation), and other foundations for a total of \$6,380.⁹ In September, 1978 The Saint Paul Foundation agreed to grant \$2,380 of the amount needed on a matching basis, but because of a restriction in its grant-making policy, the Mardag Foundation was unable to make a grant.¹⁰

Executive Director Paul Verret of The Saint Paul Foundation then proposed that additional grants for the project be set up as a fund under the Plan of The Saint Paul Foundation. Additional grants of \$1,000 each were made by the Saint Paul Companies, Inc., Northwestern National Bank of Saint Paul, First National Bank of Saint Paul, and the Dayton Hudson Foundation,¹¹ and in November, 1978 The Saint Paul Foundation, Inc. entered into a trust agreement with the League of Women Voters of Minnesota, establishing "The League of Women Voters of Minnesota, Inc. Fund." The trust agreement read:

The purpose of this agreement is to establish a fund under the Plan for The Saint Paul Foundation for the benefit of the Charity's (LWVMN's) Library Study and for like projects of the Charity. To that end the Trustee (The Saint Paul Foundation, Inc.) agrees with the Charity and with each person or organization who shall make a gift to this fund as follows:

- 1) It will hold all property received by it for this fund in trust for the uses and purposes and upon the terms and conditions set forth in the Plan for The Saint Paul Foundation...
- 2) The income and principal of this fund shall be expended exclusively for the benefit of the Charity's Library Study and for other like projects of the Charity in such amounts and at such intervals as the directors of the Trustee shall determine.¹²

After making its initial grant of \$2,380 to the League of Women Voters Education Fund, the tax exempt public arm of the League, The Saint Paul Foundation made two additional grants: the first of \$4,000 from the League of Women Voters, Inc. Fund in February, 1979; the second of \$1,000 in September, 1979 to help finance printing and distribution of additional copies of the League report.¹³

The League report, Library Funding in Minnesota, describes the history and problems of library funding in Minnesota. While leaving decisions on actual reforms in the system of public library financing to "citizens and the Legislature," the report suggests a possible need for shifting the formula for financing to include a greater proportion of funding by the state and federal governments.¹⁴

To date, total distribution of Library Funding in Minnesota has amounted to over 14,000 copies. While it is impossible to gauge the total impact of the report, knowledgeable readers have praised it for its clarity, accuracy, and objectivity. Early copies of the report provided reference material at the Governor's Pre-White House Conference on Libraries and Information Services in September, 1978. In November, 1979 another 1,500 copies were distributed to delegates from around the nation at the White House Conference on Libraries and Information Services in Washington, D.C.. Additional copies have gone to all Minnesota state legislators, to libraries and library-related services, to colleges and universities, to citizens, and to state and local government officials. The report provides an invaluable resource for public officials and libraries, for it is the only current statewide publication in Minnesota to deal comprehensively with the issues of financing public libraries.¹⁵

But the library study may prove equally significant for its effect on ordinary citizens. The published League report and League-sponsored public meetings have alerted people statewide to the financial needs of public libraries, demonstrating that public libraries are a vital democratic institution - the concern not just of public officials and librarians but of everyone.

Footnotes

- 1) The Saint Paul Foundation, Public Support Test (PST), pp. 1-3; Eugene C. Struckhoff, The Handbook for Community Foundations: Their Formation, Development and Operation, 2 vols. (New York: Council on Foundations Inc., 1977) vol. 1, ch. 8, p. 13.
- 2) Mildred Fearrington Hargraves, The First Fifty Years: League of Women Voters of Minnesota (1919-1969) (Saint Paul: League of Women Voters of Minnesota, 1969), p. 8; League of Women Voters of Minnesota 1978-1979 Education Fund: Annual Report (Saint Paul: League of Women Voters of Minnesota, 1979), pp. 1,2.
- 3) League of Women Voters of Minnesota 1978-1979 Education Fund: Annual Report, p. 2.
- 4) Grant Proposal from the League of Women Voters of Minnesota for \$6,380, 1978, p. 3, File "League of Women Voters of Minnesota: Library Financing Study #60-78"; The Saint Paul Foundation, Agendas, Agenda for Meeting of 6 September 1978, pp. 30-31.
- 5) League of Women Voters of Minnesota, Library Funding in Minnesota (Saint Paul: League of Women Voters Education Fund, 1978), pp. 7, 8; Grant Proposal from the League of Women Voters of Minnesota for \$6,380, 1978, p. 1, File "League of Women Voters of Minnesota: Library Financing Study #60-78."
- 6) League of Women Voters of Minnesota, Library Study Preliminary Proposal, 1978, p. 1, File "League of Women Voters of Minnesota: Library Financing Study #60-78"; Grant Proposal from the League of Women Voters of Minnesota for \$6,380, 1978, p. 1, File "League of Women Voters of Minnesota: Library Financing Study #60-78"; The Saint Paul Foundation, Agendas, Agenda for Meeting of 6 September 1978, p. 30.
- 7) League of Women Voters of Minnesota, Library Study Preliminary Proposal, 1978, p. 1, File "League of Women Voters of Minnesota: Library Financing Study #60-78"; Sally Sawyer, telephone interview with John Schwiebert, 16 April 1980.
- 8) Grant Proposal from the League of Women Voters of Minnesota for \$6,380, 1978, pp. 1, 2, File "League of Women Voters of Minnesota: Library Financing Study #60-78"; The Saint Paul Foundation, Agendas, Agenda for Meeting of 6 September 1978, p. 30.
- 9) Grant Proposal from the League of Women Voters of Minnesota for \$6,380, 1978, pp. 4, 5, File "League of Women Voters of Minnesota: Library Financing Study #60-78."

- 10) The Saint Paul Foundation, Legal Minutes, Meeting of 6 September 1978, p. 13; Paul A. Verret to Clarence G. Frame, 3 October 1978, File "League of Women Voters of Minnesota: Library Financing Study #60-78".
- 11) Paul A. Verret, Memorandi to David Jerde, 10 October 1978, 13 October 1978, 26 October 1978, 10 November 1978, File "Trusts: League of Women Voters of Minnesota, Inc. Fund."
- 12) Fund Agreement under Plan for The Saint Paul Foundation Establishing the League of Women Voters of Minnesota, Inc. Fund, 1978, File "Trusts: League of Women Voters of Minnesota, Inc. Fund."
- 13) The Saint Paul Foundation, Legal Minutes, Meetings of 20 December 1978 (p. 9) and 24 July 1979 (p. 13); The Saint Paul Foundation, Master Grants Index. The grants authorized in December, 1978 and July, 1979 were paid in February, 1979 and September, 1979, respectively.
- 14) League of Women Voters of Minnesota, Library Funding in Minnesota, pp. 8-10.
- 15) Sally Sawyer, report to The Saint Paul Foundation, 1979, pp. 1, 2, File "League of Women Voters of Minnesota: Financing of Public Libraries #45-79"; League of Women Voters of Minnesota, Library Study Preliminary Proposal, 1978, p. 2, File "League of Women Voters of Minnesota: Library Financing Study #60-78."

* * *

Sally Sawyer is the Executive Director of the League of Women Voters of Minnesota.

EXPENSE VOUCHER

Name

Address

Street

City

Zip

Date

BUDGET CATEGORY Grant <u>Library Study</u>					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
	15.00	- fundy interview			
4/29	15.00	fundy follow-up			
2/1	15.00				
TOTAL <u>30 45</u>					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant <u>Library Study</u>					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
May	30 hrs to write fundy proposal				
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

1. Travel - car (15¢ per mi.); train, air, bus, parking - actual cost
2. Baby sitting - \$1.00 per hour
3. \$9.00 per diem
4. Lodging (actual cost is reimbursed)
5. List here postage, phone calls, supplies, etc.

(See reverse side for additional instructions.)

For official League function, League pays actual cost.

LOCAL LWV-ERS AND AREAS OF EXPERTISE WHO IMPRESSED ME THIS MONTH:

BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

INSTRUCTIONS for filling out VOUCHERS

This new Expense Voucher form is an attempt to make the bookkeeper's job a little easier and insure that the expenses are accurately charged to the proper budget categories. If, after reading these instructions, you are still unclear or unsure, please see either the executive director or the bookkeeper. They would be glad to help you.

1. Fill in your name as you want it to appear on the check. Give complete address including zip code.
2. Budget Category - such as Board, library study, action, etc. If you are not sure, give a few details in description section to help us establish the proper category and to help us figure out if the activity is a grant candidate.
3. Attach all bills and receipts when possible.

TOTAL EXPENDITURES	\$	<u>30</u>	<u>45</u>
I WILL CONTRIBUTE		<u>30</u>	<u>45</u>
BALANCE TO BE REIMBURSED		<u>0</u>	

(For office use only: Pd. _____, 19____ - Check # _____)

EXPENSE VOUCHER

Name Maryhea Osier

Date _____

Address 3950 Orchard Ave N. Robbinsdale 55422
Street City Zip

BUDGET CATEGORY Grant <u>Library Study</u>					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
1 mtg. to State Office					
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

1. Travel - car (15¢ per mi.); train, air, bus, parking - actual cost
2. Baby sitting - \$1.00 per hour
3. \$9.00 per diem
4. Lodging (actual cost is reimbursed)
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BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

INSTRUCTIONS for filling out VOUCHERS

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3. Attach all bills and receipts when possible.

TOTAL EXPENDITURES \$ _____
 I WILL CONTRIBUTE _____
 BALANCE TO BE REIMBURSED _____

(For office use only: Pd. _____, 19____ - Check # _____)

EXPENSE VOUCHER

Name BARBARA NAMIE

Date 10-23-78

Address 216 FULTON ST. MANKATO MN 56001
Street City Zip

OCT 24 1978

BUDGET CATEGORY <u>LIBRARY STUDY</u> Grant					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
March	24.00	6.00		phone	10.93
June	24.00	6.00			
Sept	24.00	11.00 (2 children 2 diff. sitters)			
Meetings in St. Paul.					
TOTAL	72.00	23.00			10.93
Describe - workshop, publication, affiliation, etc. <u>Mankato to St. Paul - Library</u> <u>Study Committee Mtg.</u>					

BUDGET CATEGORY <u>LIBRARY - STATE</u> Grant <u>WORKSHOP</u>					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
Oct. State Workshop	30.00	9.00		phone	18.00
			Xerox Copy - postage		3.50 1.00
TOTAL	30.00	9.00			22.50
Describe - workshop, publication, affiliation, etc. <u>Preparation for State</u> <u>workshops / attendance</u> <u>at Worthington</u>					

BUDGET CATEGORY Grant					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

1. Travel - car (15¢ per mi.); train, air, bus, parking - actual cost
2. Baby sitting - \$1.00 per hour
3. \$9.00 per diem
4. Lodging (actual cost is reimbursed)
5. List here postage, phone calls, supplies, etc.

(See reverse side for additional instructions.)

For official League function, League pays actual cost.

LOCAL LWV-ERS AND AREAS OF EXPERTISE WHO IMPRESSED ME THIS MONTH:

911 - \$105.93
140 61.50

CK no. 1525

100.00

MC - 67.43

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ST. PAUL, MN 55103
PHONE: 224-8111



Date 12-14 Clerk Bob Wanted Fri Noon

Name League of Women Voters

Address 555 Wabasha

☒ 8 1/2 x 11 ☐ 8 1/2 x 14 ☐ 11 x 17 ☒ 20 lb. ☐ 60 lb. ☐ TEXT ☐ BRISTOL ☐ RAG

OTHER SIZE ☐ PAPER & COLOR Blue

No. of Units	Quantity	Description	Slides	Unit Price	Amt.
1	500		2		17.35

ORDERED BY	AMOUNT	17.35
<u>H.M. Hart</u>	SALES TAX	.69
INVOICE 3	TOTAL	18.04

36554

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LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

March 29, 1978

Mr. Arthur Himmleman
St. Paul Foundation
1120 Northwestern Bank Bldg.
St. Paul, MN 55101

Dear Mr. Himmleman,

This is to confirm our appointment with you and Mr. Verret on Wednesday morning, April 5, at ten o'clock. League members who will attend the meeting are Emily Schmitz, Chair of the Development Committee, and Ellen Dunn, Board liason with the Library Committee. I will also be attending.

I'm enclosing a copy of the preliminary grant proposal, which outlines the need for a study on library financing, the intent of the study and the anticipated audience for the resulting publication.

As I mentioned on the phone, LWVMN is interested in submitting a grant proposal to the Mardag Foundation because of the state-wide nature of the project and because of the Foundation's stated interest in education, community services and the improvement of Minnesota's cultural environment. The League believes its project fits in well with the Foundation guidelines, and we look forward to meeting with you on Wednesday.

I'm also enclosing an overview explanation of the League, and our series on Financing State Government. I think you'll be particularly interested in the glossory on page 7 of the Primer. Should we have a reprinting, I'm sure the definition of sales tax will bear some rethinking!

Sincerely,

Judy Blake Medelman
Ass't to the President

TO THE GRANTEE:

Starting in January 1978 the Distribution Committee adopted a new "Terms of Grant" form. This form reflects development of the Foundation's grantmaking program in a number of areas, including the following:

1. Public Announcement of Grant - The Distribution Committee would like your organization to make a public announcement of this grant. The Foundation further requests that you make mention, when appropriate, of the Foundation's support of specific programs affected by this grant in all subsequent announcements. An information sheet on the Foundation is enclosed. Copies of all public announcements are requested.
2. Grant Period - Unless otherwise stated, the period of time during which this grant is to be used is twelve (12) months, starting with the date of the announcement of the grant.
3. Interim and Final Reports - Based on the intended length of the grant period, provision is made in this new form for receipt of a final report and, where appropriate, interim reports on the grant.

If you have any questions regarding this form, please let us know.

Paul A. Verret
Executive Director

5/18/78



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

April 27, 1978

(224-9431)
Mr. A.A. Heckman
Grotto Foundation, Inc.
W-1052 First National Bank Building
St. Paul, MN 55101

Dear Mr. Heckman:

The League of Women Voters of Minnesota is seeking funding for a study of public library funding. The study would result in a publication, presented in readable and understandable form, that would be distributed to 10,000 people throughout the state.

The general public knows little about how its libraries are funded, yet is intimately involved with them. Libraries exist for public use, and they are maintained through public funds - primarily county and city property taxes.

The purpose of the League project is to provide the public with impartial information on the ways in which libraries are funded, how the money is spent, and what alternatives exist to present funding.

Through increased understanding of the library systems and their programs, budgets and financing, citizens will be more apt to become involved - providing input when library budgets are shaped and when questions of financing are being considered.

The League study and publication project has a total budget of \$6065. LWVMN is seeking support through the League of Women Voters Education Fund, which has an IRS 501 (c) (3) status. Proposals for the financing of public libraries are being considered by the Mardag Foundation and the F. R. Bigelow Foundation.

Would there be any interest on the part of the Grotto Foundation in entering a formal proposal for this project?

I look forward to hearing from you.

Sincerely,

Judy Blake Medelman
Assistant to the President

M:M

MAY 19 1978

GROTTO FOUNDATION, INC.

WEST 1052 FIRST NATIONAL BANK BUILDING
SAINT PAUL, MINNESOTA 55101

May 18, 1978

Ms. Judy Blake Medelman
Assistant to the President
League of Women Voters of Minnesota
555 Wabasha Street
St. Paul, Minn. 55102

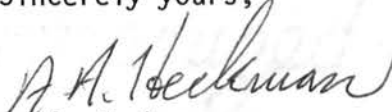
Dear Ms. Medelman:

The Directors of Grotto Foundation at a recent meeting gave very careful consideration to the proposal of the League of Women Voters of Minnesota for a grant in support of a study of Public Library Funding. I regret having to advise you that the Directors declined the proposal for a grant in support of the study.

Grotto Foundation is very small and is receiving increasing numbers of proposals of merit. The result is that the Directors have the difficult task of declining many more requests of merit than the funds of the Foundation permit supporting.

I'm sorry not to be able to give you a more favorable report.

Sincerely yours,


A. A. Heckman
Secretary

AAH:e

F. R. BIGELOW FOUNDATION

APR 11 1978

NEW ADDRESS

1120 Northwestern National
Bank Bldg.
Saint Paul, Minnesota 55101

REPLY TO:
404 WILDER BUILDING
355 WASHINGTON STREET
ST. PAUL, MINNESOTA 55102
(612) 224-4849

April 6, 1978

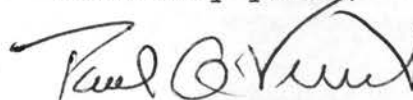
Judy Blake Medelman
Ass't. to the President
League of Women Voters of Minnesota
555 Wabasha
St. Paul, Minnesota 55102

Dear Ms. Medelman:

This will acknowledge receipt of your letter on March 30, 1978, requesting \$6,065 to conduct a study of the financing of public libraries in Minnesota.

Enclosed please find a copy of the Application Requirements form to be used by all those applying for grants from the F. R. Bigelow Foundation. Please complete those items not covered in your initial correspondence, and return the information to my office. Steps will then be taken to contact you for further information should this prove necessary.

Sincerely yours,



Paul A. Verret
Secretary

PAV/jac
Encl.

APR 11 1978

MARDAG FOUNDATION

NEW ADDRESS

1120 Northwestern National
Bank Bldg.
Saint Paul, Minnesota 55101

305 WILDER BUILDING
355 WASHINGTON STREET
ST. PAUL, MINNESOTA 55102
(612) 222-4633

April 6, 1978

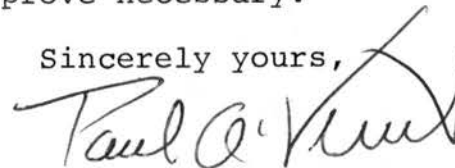
Judy Blake Medelman
Ass't. to the President
League of Women Voters of Minnesota
555 Wabasha
St. Paul, Minnesota 55102

Dear Ms. Medelman:

This will acknowledge receipt of your letter on March 30, 1978, requesting \$6,065 to conduct a study of the financing of public libraries in Minnesota.

Enclosed please find a copy of the Application Requirements form to be used by all those applying for grants from the Mardag Foundation. Please complete those items not covered in your initial correspondence, and return the information to my office. Steps will then be taken to contact you for further information should this prove necessary.

Sincerely yours,



Paul A. Verret
Secretary

PAV/jac
Encl.



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102

PHONE: (612) 224-5445

TO: Emily

FROM: Judy M.

SUBJECT: Library Proposal

DATE: 5/24/78

MEMO

I talked to Nancy Harris of the Mardag/Bigelow Foundations today. The next meetings at which our proposal can be considered will be in September (Mardag) and December (Bigelow). Had we been able to have the application in last week it would have been considered at the June meetings of both foundations. She will, however, submit a summary from our preliminary draft to let them know that a formal proposal will be forthcoming.



*Original request,
passed on to St. Paul
Foundation which granted
funding*

LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

June 1, 1978

Mardag Foundation
1120 Northwestern National Bank Building
St. Paul, MN 55101

Gentlemen:

This is a proposal by the League of Women Voters of Minnesota (LWVMN) asking for \$6,380.00 to study the financing of public libraries and to implement a program of public education and awareness of that financing. The research for this study is nearly completed, and the education process will be completed about January 1, 1979.

Public libraries are dependent on the property tax for the bulk of their funding. Libraries, like other governmental services, are experiencing the tightening of incomes because of the combination of taxpayer resistance to higher taxes and inflation. Yet the demands for library services are growing. With little hope of increased funding at local levels, this study reviews present funding patterns and considers alternate methods of support.

The League of Women Voters of Minnesota is well able to implement this state-wide program of educating the public to the financing of public libraries. A publication written in simple, understandable language will result from this study and will be disseminated at no cost to a broad cross-section of Minnesotans. In many communities public meetings will be held to inform the citizens and supplement the publication. The 71 local Leagues throughout the state will conduct these public meetings and distribute the League publication.

LWVMN is known for providing quality publications, public meetings, workshops, and candidates forums. It has a long-standing reputation for fairness, fact-finding, and non-partisanship. The League has strong leadership and an informed, broadly based membership unusual for its sense of commitment. Because of this commitment, members of the library study committee will spend several thousand volunteer hours researching, writing, and editing the publication.

This proposal is also being submitted to the Bigelow and Grotto Foundations.

The LWVMN appreciates your thoughtful consideration of this proposal.

Sincerely,

Helene Borg

Helene Borg, President
League of Women Voters of Minnesota

(ORIGINAL)

GRANT PROPOSAL

from

THE LEAGUE OF WOMEN VOTERS OF MINNESOTA

FOR \$6,380

June, 1978

July 1978

to the
SAINT PAUL FOUNDATION

Index of application requirements of the Mardag Foundation

Question Number

Answered on Page

1	Cover Letter
2	12
3	4
4	Cover Letter
5	8-9
6	4
7	Cover Letter
8	13
9	2
10	8-9
11	6
12	12-a,b,c
13	13
14	5

This is a proposal by the League of Women Voters of Minnesota (LWVMN) to study the financing of public libraries and to educate the public about its findings. The study is being conducted by the Library Study Committee of the LWVMN, chaired by Katharine Muff. The committee will study the ways in which libraries are presently funded and explore alternatives to present funding. In dealing with the problems of funding, the services of libraries will be studied plus the trends in these services.

A concern about public libraries has been aroused by the "visible cuts" made in public library services, e.g., decreasing the hours which the library is open, eliminating some library programs and special events, and reducing maintenance and even professional staff. Other cuts are "invisible" but have serious consequences for the future, i.e., slashes in the materials and equipment budgets. Once these cuts are made, it becomes progressively more difficult for libraries to rebuild collections and services.

These cuts are being made at a time when the number of library patrons is increasing. The library is an important source of information and recreation for the under-employed, the unemployed, and the retired. It is also a time when the patrons are asking for more services and information from many types of media. These growing demands of library users have brought great pressure on library budgets. In addition, the buildings, built at the turn of the century, need to be replaced, refurbished, or expanded at considerable expense.

But the public library has a low priority during budget time even though it is considered an asset to the community. As local property taxes steadily rise, municipal and county governments are encountering taxpayer resistance to increasing budgets for any service not directly related to health and safety. Public libraries depend on the property tax, a regressive tax, for the bulk of their funding. And this dependence on a local tax means there is no uniformity among libraries in Minnesota.

Research for this study is many faceted. The committee is examining the funding of public libraries, documenting the current sources of funding, and determining the allocation of funds by examining the Metropolitan Library Service Agency (MELSA) and the Office of Public Libraries and Inter-Libraries Cooperation (OPLIC). It also is determining the role of the State Department of Education in the funding of public libraries. The Minnesota Long Range Plan for Library Service, passed by the Legislature in 1957 and revised in 1977, is also being studied by the committee. These documents evaluate the existing

library situation and determine the "procedures, projects, and programs" that will be selected in steps over a five-year period to improve library services. Since the State of Minnesota is divided into 22 regional library districts and there is not uniformity among them, local Leagues in each district are being asked to conduct interviews of library personnel and patrons to determine the funding and services in each district.

Research is expected to be completed by mid-June. A draft of the resulting publication will be presented to Board and off-Board readers in July for checking for accuracy and objectivity. Final revisions will be completed by the end of the summer, and the publication will be ready for distribution to the public by October.

The study's main purpose is public education. We will approach the public in two ways: through open meetings and through the publication. Once the League members throughout the state are informed by means of local unit meetings, local Leagues will begin to inform their communities. LWVMN is known for providing quality public meetings, workshops, and publications. At the live presentations conducted by League members (at public meetings, club meetings, service organizations, and in the high schools), the publication will be distributed at no cost. To assist local League personnel in planning their presentations on the library material, the LWVMN Board will hold a series of five regional workshops in the fall. The Board will also plan a schedule for "marketing" the materials. The publication will be distributed to a broad cross-section of Minnesotans through local and regional libraries, high schools, and organizations such as the Citizens League. The publication will be offered to the public through Public Service Announcements on local radio stations and through the press. Governmental officials, i.e. legislators, county commissioners, and city officials, will also receive a copy of the publication.

While direct results of the publication and meetings will be impossible to measure, LWVMN hopes that the information imparted will stimulate citizens to take a more active role in planning for the future of their public libraries. By increasing the public's awareness of the problems facing libraries, and by showing them their opportunities for participation in the decision-making process, citizens will be better equipped to provide input into an area which affects the entire community.

Questionnaires will be inserted, on a random basis, into a number of the publications. The purpose of the survey will be to determine reader knowledge

about the financing of public libraries before and after reading the material. Forms will be self-addressed for return to the LWVMN office. Information will be collated, and the results reported to the Foundation.

The committee members responsible for the study are not experts in public libraries or their finances. They are, however, interested in the field and, more importantly, they are members of the League of Women Voters. The League has an excellent reputation for fact-finding and unbiased publications. Its 1972 report on the Judiciary served as the model for publications by the Supreme Courts of both Washington and Oregon and was listed by the Minnesota Department of Education as a suggested text for vocational schools. LWVMN's Financing State Government series was praised by the Chairman of the Minnesota Taxation Commission as "extremely useful...and an excellent overview."

LIBRARY STUDY BUDGET

	Requested from Foundation	LWVMN Share
Printing	\$ 1,500	
Committee Travel Expense		
Non-Metro Committee Members' 5 Meetings	1,110	
Metro Committee Members' 5 Meetings	800	
Committee Chair 3 Additional Meetings	170	
Telephone Calls	100	
Xeroxing	225	
Project Director	400	
Distribution and Postage	650	
Board Training	525	
Office Expense		
Secretarial Help	350	
Supplies	150	
Grant Administration	400	
Research, Writing, and Editing at \$3.00 per Hour		\$23,000
9 Outside Readers		
4 Hours x \$25.00 per Hour		900
	—	—
Totals	\$6,380	\$23,900



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

June 5, 1978

Bigelow Foundation
1120 Northwestern National Bank Building
St. Paul, Minnesota 55101

Gentlemen:

This is a proposal by the League of Women Voters of Minnesota (LWVMN) asking for \$6,380.00 to study the financing of public libraries and to implement a program of public education and awareness of that financing. The research for this study is nearly completed, and the education process will be completed about January 1, 1979.

Public libraries are dependent on the property tax for the bulk of their funding. Libraries, like other governmental services, are experiencing the tightening of incomes because of the combination of taxpayer resistance to higher taxes and inflation. Yet the demands for library services are growing. With little hope of increased funding at local levels, this study reviews present funding patterns and considers alternate methods of support.

The League of Women Voters of Minnesota is well able to implement this statewide program of educating the public to the financing of public libraries. A publication written in simple, understandable language will result from this study and will be disseminated at no cost to a broad cross-section of Minnesotans. In many communities public meetings will be held to inform the citizens and supplement the publication. The 71 local Leagues throughout the state will conduct these public meetings and distribute the League publication.

LWVMN is known for providing quality publications, public meetings, workshops, and candidates forums. It has a long-standing reputation for fairness, fact-finding, and non-partisanship. The League has strong leadership and an informed, broadly based membership unusual for its sense of commitment. Because of this commitment, members of the library study committee will spend several thousand volunteer hours researching, writing, and editing the publication.

This proposal is also being submitted to the Mardag and Grotto Foundations.

The LWVMN appreciates your thoughtful consideration of this proposal.

Sincerely,

Helene Borg, President
League of Women Voters of Minnesota

The Board of Directors of the League of Women Voters of Minnesota approves and endorses the grant application to the (Mardag/F.R. Bigelow/Grotto) Foundation for funding of the LWVMN study on the financing of public libraries.

Passed at the May 9, 1978, Board meeting

League of Women Voters of Minnesota

PRINCIPAL PROJECT PERSONNEL

Project Chair for the library study is Katharine Muff of Eveleth. Ms. Muff was on the study committee which worked for ten years to establish the Arrowhead Library System, and she was recently recognized by OPLIC as being one of the founders of the Arrowhead Library. Ms. Muff also served two terms on its library board. Currently she is on the Planning Committee for the Governor's Pre-White House Conference on Libraries and Information Services.

Chair for research is Sandra Shanley, who has an MA in Library Science from the University of Minnesota. Ms. Shanley worked in the library field for six years as an information specialist, and she has held a number of posts in professional library associations. She is Secretary and member of the Board of the League of Women Voters of the Anoka-Coon Rapids Area.

Hazel Helgeson is Chair of the writing committee. Ms. Helgeson taught English and Composition at Metropolitan Community College and has been a freelance editor for the past ten years.

OFFICERS AND BOARD OF DIRECTORS - 1978

League of Women Voters of Minnesota

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LWV of Minneapolis

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VOTER Editor

Development

Local Program

Education

LOCAL LEAGUES OF WOMEN VOTERS IN MINNESOTA

Alexandria	Marshall
Anoka-Coon Rapids Area	Mid-Mesabi
Arden Hills	Minneapolis
Austin	Minnetonka-Eden Prairie-Hopkins
Battle Lake	Moorhead
Bemidji Area	Mounds View
Blaine	New Brighton
Bloomington	New Ulm
Brooklyn Center	Northern Dakota County Area
Brooklyn Park	Northern Scott County
Buffalo-Monticello Area	Northfield
Cass Lake	Owatonna
Chaska	Red Wing
Columbia Heights	Richfield
Cottage Grove	Robbinsdale
Crookston	Rochester
Crystal-New Hope	Rock County
Detroit Lakes	Roseville
Duluth	St. Anthony
East Faribault County	St. Cloud Area
Edina	St. Croix Valley
Excelsior-Deephaven Area	St. Louis Park
Fairmont	St. Paul
Falcon Heights	St. Peter
Fergus Falls Area	Shoreview
Freeborn County	Stevens County
Fridley	Wayzata Area
Golden Valley	West Dakota County
Grand Rapids	Westonka
Granite Falls	White Bear Lake
Hibbing	Wilkin County
Houston County	Willmar
Hutchinson	Winona
Jackson-Sherburn Area	Woodbury
Mahtomedi Area	Worthington
Mankato Area	

LEAGUE OF WOMEN VOTERS OF MINNESOTA

STATEMENTS

Any funds granted will be spent solely for the purposes stated within this proposal, and LWVMN will make all such reports required by the Foundation. It is aware that the payment of funds, should they be granted, will be at the convenience of the Foundation, including modification of any previously agreed upon payment schedules should such modification be deemed necessary by the Foundation.

LWVMN, whose member Board meets monthly, has received LWVUS Education Fund approval for its study. Grants for the project will be through the Education Fund, which has an IRS 501(c)(3) status.



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

August 19, 1978

Ms. Felice Sorett
State and Local Projects
League of Women Voters Education Fund
1730 M St. N.W.
Washington, D.C. 20036

Dear Felice,

The League of Women Voters of Minnesota is currently conducting a study of the funding of state libraries. Results of the study will be published for statewide distribution to the general public.

The purpose of the study is to provide the public with impartial information on the ways in which libraries are funded, how the money is spent, and what alternatives exist to present funding.

We plan on a printing of 10,000 copies, which will be distributed through local Leagues and through the regional library system. Naturally, those who are involved with the funding and management of libraries will also receive copies.

Total budget for the project is \$6065. Funding will be hopefully be obtained through private foundations. The role of the Education Fund will, of course, be acknowledged in the publications.

We hope this meets with the approval of the Trustees and that we will receive a confirmation soon so that we may secure tax-deductible funding.

Sincerely,

Judy Medelman
Ass't to the President



League of Women Voters Education Fund 1730 M Street, N.W., Washington, D.C. 20036 (202) 659-2685

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New Canaan, Connecticut

STAFF DIRECTOR
Martha T. Mills

August 31, 1978

Ms. Judy Medelman, Assistant to the President
League of Women Voters of Minnesota
555 Wabasha
St. Paul, MN 55102

Dear Judy:

It is with pleasure that I can inform you that the Education Fund Trustees have approved your project request to print and distribute a study of the funding of state libraries.

Although we are certain that you realize it, the Trustees just want to mention that the resulting publication should not include any consensus questions of League positions.

We wish you success in securing funds for this project.

Sincerely,

Felice H. Sorett
State and Local Projects

EF: FS/ci
cc: Helene L. Borg, State President

THE SAINT PAUL FOUNDATION

APPLICATION REQUIREMENTS

Requests for grants must be in writing. No particular form of application is required, but the Distribution Committee wish that the following minimal information be contained in each application:

1. Name and address of the applicant and a description of the general purpose and objectives of applicant and the scope of its operations. (Cover)
2. Tax-exempt status of the applicant. A copy of the applicant's most recent letter of exemption from the Internal Revenue Service demonstrating that it is an organization exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, and stating whether or not it is a private foundation.
3. The amount requested.
4. A statement of the purpose of the project or program for which the grant is requested, its objectives and significance to society, and where applicable, an estimate of the number of Saint Paul Area citizens to be benefited. (Cover)
5. Position or relationship of individual signing the application to the applicant organization. (Bd. Secy)
6. A reasonably detailed budget, including assurances as to other support, both for the proposed project and, if applicable, for the continuation of the program or service at the expiration of the grant period.
7. A statement as to why foundation support is requested, including a description of what other efforts have been made to obtain the required funds, and what funds and/or pledges have been received and from whom for this project. (Cover letter)
8. A statement that the applicant will spend funds solely for the purposes stated in the application, and make such reports as are required by the Foundation.
9. The length of time for which foundation aid will be needed, including a schedule indicating the most desirable time to start and terminate the grant.
10. The names and affiliations of the policy board responsible for the management of the applicant. (Bd. Secy)
11. A description of the qualifications and experience of the principal staff members of the project in relation to its purposes and objectives, their probable availability for the duration of the project, and whether or not they can be replaced in event they resign or are otherwise not available. (Volunteer committee; use staff these terms) (Director May burn for marketing)
12. Applicant's latest balance sheet and detailed income statement (as audited by the organization's certified public accountant, if such audits are made).
13. A statement that the applicant realizes that any payment of funds granted, should that occur, will be at the convenience of the Foundation, including modification of previously agreed upon payment schedules should such modification be deemed necessary by the Foundation. (See Statement, p. 13)
14. A clear indication that this application has been reviewed by the governing body of the applicant organization and has received its endorsement. Where possible, a formal Board resolution to this effect should be submitted. informal - ch with Emily - Exec Committee

Applications will not be returned to applicants. Applications must be signed by persons properly authorized by the applicant. Two copies are required but accompanying printed material need not be attached to each copy. Applications for grants should be addressed to:

The Saint Paul Foundation
1120 Northwestern National Bank Building
Saint Paul, Minnesota 55101

Phone: (612) 224-5463

PROJECT REQUEST FORM

TO: LEAGUE OF WOMEN VOTERS EDUCATION FUND
1730 M Street, N.W.
Washington, D.C. 20036

Date _____

FROM: Name _____

League of Women Voters of _____

Address _____

Proposed project:

Details of the project to be considered, including plans for execution:

Donor(s):

Proposed budget for the use of the grant (including 5% overhead due Education Fund):

Income

Expenditures

Distribution plans for printed material (if such material is part of the project):



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

June 1, 1978

Mardag Foundation
1120 Northwestern National Bank Building
St. Paul, MN 55101

Gentlemen:

This is a proposal by the League of Women Voters of Minnesota (LWVMN) asking for \$6,380.00 to study the financing of public libraries and to implement a program of public education and awareness of that financing. The research for this study is nearly completed, and the education process will be completed about January 1, 1979.

Public libraries are dependent on the property tax for the bulk of their funding. Libraries, like other governmental services, are experiencing the tightening of incomes because of the combination of taxpayer resistance to higher taxes and inflation. Yet the demands for library services are growing. With little hope of increased funding at local levels, this study reviews present funding patterns and considers alternate methods of support.

The League of Women Voters of Minnesota is well able to implement this statewide program of educating the public to the financing of public libraries. A publication written in simple, understandable language will result from this study and will be disseminated at no cost to a broad cross-section of Minnesotans. In many communities public meetings will be held to inform the citizens and supplement the publication. The 71 local Leagues throughout the state will conduct these public meetings and distribute the League publication.

LWVMN is known for providing quality publications, public meetings, workshops, and candidates forums. It has a long-standing reputation for fairness, fact-finding, and non-partisanship. The League has strong leadership and an informed, broadly based membership unusual for its sense of commitment. Because of this commitment, members of the library study committee will spend several thousand volunteer hours researching, writing, and editing the publication.

This proposal is also being submitted to the Bigelow and Grotto Foundations.

The LWVMN appreciates your thoughtful consideration of this proposal.

Sincerely,

Helene Borg

Helene Borg, President
League of Women Voters of Minnesota

THE SAINT PAUL FOUNDATION

1120 NORTHWESTERN NATIONAL BANK BUILDING

(612) 224-5463

SAINT PAUL, MINNESOTA 55101

SEP 21 1978

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VICE PRESIDENT

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J. THOMAS SIMONET

G. RICHARD SLADE

MRS. WILLIAM L. WEST

Executive Director

PAUL A. VERRET

SECRETARY AND TREASURER

September 20, 1978

Ms. Judy Blake Medelman
Ass't to the President
League of Women Voters of Minnesota
555 Wabasha
St. Paul, Minnesota 55102

Dear Ms. Medelman:

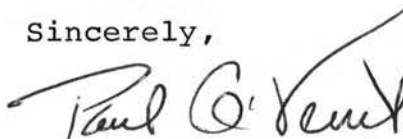
Re: Grant # 60-78

On September 6, 1978, the Distribution Committee under the Plan for The Saint Paul Foundation and the Members of The Saint Paul Foundation, Inc., authorized a grant of \$2,380 to the Education Fund of the League of Women Voters to help finance the preparation, publication, and distribution of 10,000 copies of a study on public library funding in Minnesota. This grant was authorized subject to the condition that this is a matching grant, meaning that the Foundation will pay out the amount authorized once the full balance needed for this project, namely, an additional \$4,000, has been raised from other sources.

Enclosed please find two copies of the Terms of Grant form related to this grant. Please complete these forms and return the original copy to my office. As soon as the form is returned, steps will be taken to authorize payment in accordance with the terms of the grant.

If you have previously received grants from The Saint Paul Foundation, you will notice that the Foundation is now using a "Terms of Grant" form that is significantly different from the Foundation's former "Agreement of Grantee" form. This new form reflects certain changes in the Foundation's policy and procedure. A number of these changes are called to your attention in the attached sheet.

Sincerely,



Paul A. Verret
Executive Director

PAV/jf
Enclosures

THE SAINT PAUL FOUNDATION

1120 NORTHWESTERN NATIONAL BANK BUILDING

(612) 224-5463

SAINT PAUL, MINNESOTA 55101

TERMS OF GRANT

Please Read Carefully!

Acceptance of Grant

The grant to your organization from the Foundation is for the explicit purpose(s) described in the Grant Resolution and is subject to your acceptance of the terms described therein.

To acknowledge this agreement, to accept the grant and receive the funds, return a signed copy of this "Terms of Grant" to the Foundation. Keep the other copy for your files. Please refer to the grant number and title in all communications concerning the grant.

Grantee:

**League of Women Voters
Education Fund**

Date Authorized:

September 6, 1978

Grant Number: **#60-78**

Amount Granted: **\$2,380**

Grant Resolution:

RESOLVED that a grant of \$2,380 to the Education Fund of the League of Women Voters to help finance the preparation, publication, and distribution of 10,000 copies of a study on public library funding in Minnesota, is approved, subject to the condition that this is a matching grant, meaning that the Foundation will pay out the amount authorized once the full balance needed for this project, namely, an additional \$4,000, has been raised from other sources.

Grant Period:

Begins - **September 20, 1978**

Foundation Officer for this Grant:

Nancy Harris

Terminates - **September 20, 1979**

Final Report Due:

December 20, 1979

Special Provisions

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Service Code, as amended, and the regulations issued thereunder. Please read the following carefully:

1. Public Announcements: Announcements of the grant award are to be made by the grantee unless otherwise indicated by the Foundation. Grantees are expected to review the text of any announcements and plans for publicity with the Foundation officer for this grant within two (2) weeks of the signing of the terms of the grant. All subsequent public announcements, news features, publications or information concerning the grant program will indicate the Foundation's participation in the program funding. Please send a copy of any published accounts mentioning the project or the Foundation to the Foundation Officer.
2. Expenditure of Grant Funds: This grant is for purposes stated in the grant resolution. The funds provided hereunder may be spent only in accordance with the provisions of your funding request and budget as approved. The program is subject to modification only with the Foundation's prior written approval. Funds will be disbursed to the grantee upon receipt of the properly completed "Terms of Grant" and the satisfactory compliance with special conditions.
 - (a) Any special conditions which apply to this grant, as listed, should be complied with as rapidly as feasible. These conditions may make the release of funds contingent on special requirements and future payments contingent upon demonstrated performance. In such cases, you must submit adequate evidence of compliance with the conditions before the Foundation may release funds. If you have questions about the special conditions, contact the Foundation officer responsible for the grant.
 - (b) No funds provided by the Foundation may be used for any political campaign, or to support attempts to influence legislation of any governmental body other than through making available the results of nonpartisan analysis, study and research.
 - (c) Expenses charged against this grant may not be incurred prior to the date at which the grant period begins or subsequent to its termination date, and may be incurred only as necessary to carry out the purposes and activities of the approved program.
 - (d) The grantee organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.

- Final Report
December 30, 1971
- (e) Equipment or property purchased with grant funds shall be the property of the grantee organization so long as it is not diverted from the purposes for which the grant was made. If the purpose of the organization or the use of grant funds is changed, or if the grantee organizations should go out of existence, the equipment or property reverts to the Foundation.

- 3. Reversion of Grant Funds: The grantee will return to the Foundation any unexpended funds at the close of the grant period.

Funds also will be promptly returned:

- (a) If the Foundation determines that the grantee has not performed in accordance with the "Terms of Grant" or met the specific grant conditions of the approved program and its supporting budget.
 - (b) If the grantee loses its exemption from Federal income taxation as provided for under Section 501(c)(3), formerly 101(6), of the Internal Revenue Code.
- 4. Copyrights and Patents: Reports, materials, books, and articles resulting from this grant may be copyrighted by the organization receiving the grant or by the author, in accordance with the policies of the grantee organization, toward the goal of obtaining the widest dissemination of such reports, materials, books and articles. The Foundation reserves the royalty-free license to use such publications. For projects involving the possibility of patents, the grantee should request further information from the Foundation.

5. Review of Grant Activity: The Grantee will furnish the Foundation with written reports according to the following schedule:

Final Report

December 20, 1979

Interim reports should be two to three pages in length and provide a summary of activity to date or, as appropriate, since the last such report. These reports should include a financial summary, showing in detail how Foundation funds have been expended during the period. From time to time, Foundation staff will contact the grantee to arrange site visits to review current grant activities. Final reports should include a review of performance and activities over the course of the entire grant period and must be accompanied by a certified financial statement. Two copies of each of the required reports should be sent to the Director of The Saint Paul Foundation. Please be sure to include the Grant Number and date upon which the grant was approved.

6. Limit of Commitment: Unless otherwise stipulated in writing, this grant is made with the understanding that the Foundation has no obligation to provide other or additional support to the grantee.

For the Grantee:

Harriett M. Herb
Signature of Authorized Representative

Signature of Project Director
(If different)

Harriett M. Herb, Executive Director
Print Name, Title, Date October 17, 1978

Print Name, Title, Date



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

September 8, 1978

Mr. Paul A. Verret
The St. Paul Foundation
1120 Northwestern Nat'l Bank Bldg.
St. Paul, MN 55101

Dear Paul,

Enclosed are the materials we talked about on the phone. I'm also sending along the LWV Education Fund guidelines, which I think will be helpful in explaining just how the Fund works. The beginning paragraphs and sections III, VII and X should be of particular interest.

Now that I think of it, the guidelines should probably be included in any grant proposals we submit and I'll make sure we do so in the future. It could save on confusion and the extra foundation staff time it takes to get the questions answered. Thanks for taking the trouble.

If you need anything else from me, please let me know.

Sincerely,

Judy Medelman
Ass't to the President

Enc: Guidelines
Ed Fund Approval letter
Ed. Fund Financial Report Form

Rosenblatt - 631-0022
chase - 222-0753

NOV 13 1978

TSPF

NOV 10 1978

Dayton Hudson Foundation

777 Nicollet Mall
Minneapolis, Minnesota 55402
Telephone: (612) 370-6554



November 9, 1978

Ms. Nancy Harris
St. Paul Foundation
1120 Northwestern National Bank Building
St. Paul, MN 55101

Dear Ms. Harris:

The Dayton Hudson Foundation is pleased to enclose a check payable to the St. Paul Foundation for \$1,000 in support of the League of Women Voters Library Funding Study.

* This grant is made possible through the contributions of the following companies:

- . B. Dalton Bookseller - ~~Floyd Hall, President~~
- . Dayton's - ~~P. Gerald Mills, President~~
- . Dayton Hudson Properties - ~~M. F. Kelly, President~~
- . J. B. Hudson - ~~Barbara Armajani, President~~
- . Target Stores - ~~K. A. Macke, Chairman~~
- . Team Electronics - ~~Paul D. Hagstrum, President~~

We would appreciate your listing these companies in any publication showing business contributors.

Kindly sign both copies of the attached Agreement with Grantee and return one to me at your earliest convenience.

We are pleased to be able to support this study and wish it every success.

Sincerely,


Richard S. Contee
President

The St. Paul Companies
The NW National Bank of St. Paul
The 1st Nat. Bank of St. Paul
The St. Paul Foundation

FUND AGREEMENT UNDER PLAN FOR THE SAINT PAUL FOUNDATION
ESTABLISHING THE LEAGUE OF WOMEN VOTERS OF MINNESOTA, INC. FUND

THIS AGREEMENT made by and between THE LEAGUE OF WOMEN VOTERS OF MINNESOTA, INC., a Minnesota non-profit corporation (the Charity) and THE SAINT PAUL FOUNDATION, INCORPORATED, a Minnesota non-profit corporation (the Trustee).

The purpose of this Agreement is to establish a fund under the Plan for The Saint Paul Foundation for the benefit of the Charity's Library Study and for other like projects of the Charity. To that end the Trustee agrees with the Charity and with each person or organization who shall make a gift to this fund as follows:

1. It will hold all property received by it for this fund in trust for the uses and purposes and upon the terms and conditions set forth in the Plan for The Saint Paul Foundation, as amended and as may be amended, on file in the office of the Clerk of the District Court of Ramsey County, Minnesota, the terms of which are hereby incorporated by reference.

2. The income and principal of this fund shall be expended exclusively for the benefit of the Charity's Library Study and for other like projects of the Charity in such amounts and at such intervals as the directors of the Trustee shall determine.

3. If in the sole judgement of the directors of the Trustee the foregoing designation becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the City of Saint Paul and its vicinity, then the property in the fund shall be used to support such other educational, charitable, cultural or benevolent purposes as will in the judgement of the directors of the Trustee most effectually carry out the purposes set forth in said Plan.

4. This fund may be commingled with other gifts subject to the Plan for The Saint Paul Foundation and administered as directed by the Trustee.

5. This fund is hereby designated as "The League of Women Voters of Minnesota, Inc. Fund."

Dated: _____, 1978.

In Presence of:

THE LEAGUE OF WOMEN VOTERS OF MINN., INC.

Judy H. DeLuca
Joan L. McNeill

By Harriett M. Herb
Charity

In Presence of:

THE SAINT PAUL FOUNDATION, INCORPORATED

Padine M. Richards
Marjorie N. Northrup

By Richard A. Tunn
Trustee

OCT 10 1978

EXPENSE VOUCHERName Arline BrownDate Oct 5, 1978Address 1216 Highland Mankato 56001
Street City Zip

BUDGET CATEGORY Grant					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
9/28	x				
173 miles to Rochester and return					
TOTAL	25.95				
Describe - workshop, publication, affiliation, etc. Lead Library item at Rochester					

BUDGET CATEGORY Grant					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

1. Travel - car (15¢ per mi.); train, air, bus, parking - actual cost
2. Baby sitting - \$1.00 per hour
3. \$9.00 per diem
4. Lodging (actual cost is reimbursed)
5. List here postage, phone calls, supplies, etc.

(See reverse side for additional instructions.)

For official League function, League pays actual cost.

LOCAL LWV-ERS AND AREAS OF EXPERTISE WHO IMPRESSED ME THIS MONTH:

#1450
10/30
25.95

RENTAL DEPARTMENT

R 8256

Century Communications Corporation

119 North 9th Street • Minneapolis, Minnesota 55403

TELEPHONE 612/340-5606

Out of state call free 1-800-328-8006

SOLD
TODELIVER
OR
SHIP
TO

Telephone #

Telephone #

Salesman	CASH	B.A.	M.C.	CHARGE	ACCOUNT #	Purchase Order #	Delivery or ship via	Date
4256	Y							1/22/78

Quantity	Equipment	Serial #	Accessories	Length	Rate	Extension
1	1/2" K camcorder	1126		1/2"	1/2"	1/2"

Date to be Picked-up/Delivered 1/22 Time Date to be Returned/Picked-up 1/26 Time Special Instructions:

Sub-Total	414.00
Sales Tax	1.76
TOTAL	415.76

MEMO CONDITIONS: The undersigned hereby accepts the above listed equipment in good condition on memo at the above-stated price and shall be responsible for this equipment during the period of memo. Any damage or loss of said equipment will be paid for by the undersigned thereof. Century Communications Corporation assumes no obligation in case of theft of this equipment while on memo.

BE SURE TO OBTAIN A RECEIPT WHEN RETURNING THIS EQUIPMENT.
YOU WILL BE CHARGED FOR UNRETURNED ACCESSORIES.

SIGNATURE

Meals (3)	Room (4)	Other (5)

pp, publication,
ation, etc.#1419
45.00

2 projectors

2 screens

Library "workshop" 54.08

Housing " 54.08



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EXPENSE VOUCHER

Name JUDITH ROSENBLATT Date 7/31 for July
 Address 2225 DRAPER AVE. ROSEVILLE 55113
 Street City Zip

(Please circle your noncash contributions.)

	Transportation*	Meals#	Lodging; fees	Other	Total
Supplies, Postage or Copying					
Telephone & Telegraph <i>for May-June VOTER articles</i>				3.43	3.43
Board Tools, Expenses (P, S, T)					
Administrative: Finance, Development, Membership, Local Agenda, PR, Budget, Nominating, Program-making, Bylaws, Office Management, Field Service League visited:					
+Convention; Council; Conferences; Regional Meetings (S/N)					
VOTER, Citizen Information, Pubs.					
+Program (<i>library</i> committee)	2.55				2.55
+Action (including lobbying)	5.10				5.10
+Workshops					
+Other					

+Description of Activity *7/11 meeting to plan citizen lobbying workshop + discuss VOTER format*
7/19 IR comm.
7/31 to office to return library pub & work on markers & Shakers article with J. Medelmen
 SUB-TOTAL \$ 11.08
 Total noncash contributions(s) —

BALANCE DUE \$ 11.08

* car (15¢ per mi.), train, air, bus, parking
 # breakfast (1.00), lunch (1.50), dinner (4.00)

For official League function, League pays actual cost.

Attach all bills and receipts when possible.

(For office use only: Pd. 8-30, 1978 - Check # #1378)

League of Women Voters of Minnesota, 555 Wabasha, St. Paul, Minnesota 55102

EXPENSE VOUCHER

Name E. Ellen Dunn Date June 13, 1978
 Address 1722 Bruce Drive City Red Wing Zip 55066
 Street

	Travel*	Meals#/Lodging	Fees/Other	Total
Service to Local LWVs Committee _____ League Visits (LWV of _____) Workshops (which <u>Continuing Ed - June 7</u>) Program-making & Bylaws _____ Program (<u>Library Funding</u> committee) (non-grant _____ or grant <u>✓</u>)	\$15 ⁰⁰		Library phone 3 ²³	
Board Expenses <u>Board meeting June 13</u>	13 ⁵⁰			13 ⁵⁰
Committees: Budget _____ Nominating _____ Office Management _____ Publications _____ VOTER _____				
Convention _____; Council _____; Regional Meetings _____ (state _____ or national _____)				
Action Committee _____ Lobbying _____ Non-LWV Conferences _____ Congressional Interviews _____ Program (_____ committee) Development & PR Committee _____ Advisory Committee _____ Proposal presentation/giving fund _____				
Citizen Information Committee _____ Non-grant _____ or grant _____				
Voters Service Committee _____ Non-grant _____ or grant _____				
Operating Expenses Supplies _____ Postage _____ (Committee: _____) Telephone _____				

Local LWVs who impressed me this month:

SUB-TOTAL \$ 31.73
 Total noncash contributions 12.23
 BALANCE DUE \$ 13.50

* car (15¢ per mi.), train, air, bus, parking
 # \$9.00 per diem

For official League function, League pays actual cost.

Attach all bills and receipts when possible.

(For office use only: Pd. 6-15, 19____ - Check # 1292)

OVER

EXPENSE VOUCHER

Name Ellen DunnDate 9-13-78Address 1723 Spruce Drive Red Wing 55066
Street City Zip

BUDGET CATEGORY <u>Board -</u>						
Grant						
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)	
9-13	13 ⁵⁰					
TOTAL 13 ⁵⁰						
Describe - workshop, publication, affiliation, etc. <u>Board meeting</u>						

BUDGET CATEGORY <u>Library study</u>						
Grant						
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)	
6-78 thru 8-78					postage, phone, supplies	
TOTAL \$5.00						
Describe - workshop, publication, affiliation, etc.						

BUDGET CATEGORY						
Grant						
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)	
TOTAL						
Describe - workshop, publication, affiliation, etc.						

1. Travel - car (15¢ per mi.); train, air, bus, parking - actual cost
2. Baby sitting - \$1.00 per hour
3. \$9.00 per diem
4. Lodging (actual cost is reimbursed)
5. List here postage, phone calls, supplies, etc.

(See reverse side for additional instructions.)

For official League function, League pays actual cost.

LOCAL LWV-ERS AND AREAS OF EXPERTISE WHO IMPRESSED ME THIS MONTH:

Lois Sargent - president of Red Wing League - term ends April, 1979



SLP 1478

LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

Eveleth, Mn
September 19, 1978

Dear Harriett:

You forgot to send me the expense form I asked for. No rush, but I am trying to wrap up details and this is one. Maybe you can fill it out for me. It comes to \$36.04, of which \$6.72 is postage. I want to make a \$ 20 contribution.

I am sure that Helene has told you all about the Conference. It was great to see how correctly she presented LWV image. Sitting there listening intently, working on her needlepoint, and ~~never saying~~ saying a word except to question a parliamentary situation. I am sure that all Leaguers there were proud of her.

Will you let me know as far ahead as you can, the date in December when the "position" will be formed? Until then, and thanks for your patience. (If I had twice as much, I couldn't take your job!)

*Katharine**Library #161 \$36.04**MC. 20.00*

*16.04**9/25/78 #1409*

League of Women Voters of Minnesota, 555 Wabasha, St. Paul, Minnesota 55102

EXPENSE VOUCHER

Date 6/21/78

Name Namie, Schefers, Pidoak

Address _____ City _____ Zip _____

Address _____ Street _____	Travel*	Meals#/Lodging	Fees/Other	Total
Service to Local LWVs Committee _____ League Visits (LWV of _____) Workshops (which _____) Program-making & Bylaws _____ Program (<u>Library Conservation</u> committee) (non-grant <input checked="" type="checkbox"/> or grant _____)	486 } 168 } mi 18 }			100.80
Board Expenses				
Committees: Budget _____ Nominating _____ Office Management _____ Publications _____ VOTER _____				
Convention _____; Council _____; Regional Meetings _____ (state _____ or national _____)				
Action Committee _____ Lobbying _____ Non-LWV Conferences _____ Congressional Interviews _____ committee) Program (_____) Development & PR Committee _____ Advisory Committee _____ Proposal presentation/giving fund _____				
Citizen Information Committee _____ Non-grant _____ or grant _____				
Voters Service Committee _____ Non-grant _____ or grant _____				
Operating Expenses Supplies _____ (Committee: _____) Postage _____ Telephone _____				

SUB-TOTAL \$ 100.80

Total noncash contributions 100.80

BALANCE DUE \$ _____

Local LWVers who impressed me this month:

#161

* car (15¢ per mi.), train, air, bus, parking
\$9.00 per diem

For official League function, League pays actual cost.

Attach all bills and receipts when possible.

League of Women Voters of Minnesota, 555 Wabasha, St. Paul, Minnesota 55102

EXPENSE VOUCHER

Date 6-21-78
65734
 Zip

Katharine E. Muff
723 Langdon Emilia
 Street City

	Travel*	Meals#/Lodging	Fees/Other	Total
Service to Local LWVs Committee _____ League Visits (LWV of _____) Workshops (which _____) Program-making & Bylaws _____ Program (<u>L. Pracy</u> committee) (non-grant _____ or grant _____)	30.00	10.00 19.00		59.00
Board Expenses				
Committees: Budget _____ Nominating _____ Office Management _____ Publications _____ VOTER _____				
Convention _____; Council _____; Regional Meetings _____ (state _____ or national _____)				
Action Committee _____ Lobbying _____ Non-LWV Conferences _____ Congressional Interviews _____ Program (_____ committee) Development & PR Committee _____ Advisory Committee _____ Proposal presentation/giving fund _____				
Citizen Information Committee _____ Non-grant _____ or grant _____				
Voters Service Committee _____ Non-grant _____ or grant _____				
Operating Expenses Supplies _____ Postage <u>7.41</u> (Committee: <u>Library</u>) Telephone <u>4.45</u>				11.86
SUB-TOTAL \$70.86				

Local LWVers who impressed me this month:

Total noncash contributions 25.00
 BALANCE DUE \$ 45.86

* car (15¢ per mi.), train, air, bus, parking
 # \$9.00 per diem

For official League function, League pays actual cost.

Attach all bills and receipts when possible.

(For office use only: Pd. 6-30, 19 78 - Check # 1308)

OVER



45-603 EYE-EASE
45-703 20/20 BUFF
MADE IN U.S.A.

		1	2	3
		Miles	Time	Time Funding
1	Marylea Osier	40		
2	Emily Schmitz	300		30
3	Susan Rosenfeld	120	47	
4	Noel H Helgen	64		
5	Carol Tidcock	40		
6	Mary Waldo	48		
7	Sam Berkowitz	50	4	4
8	Judy Rosenblatt	102	33	
9	Marse C. Gross	152		
10	Anne Thomas	901	60	
11				
12		1817	144	30
13				
14		\$27255		
15				
16				
17				
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39				
40				

Judy R.



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

To: All members of the Library Committee
From: Harriett Herb, Executive Director
Re: Library Study Expenses
Date: December 15, 1978

You will be pleased to know that the LWVMN received grants to pay for the entire Library study process and that the study, in a FACTS and ISSUES format, is due from the printers very shortly. The LWV has received many compliments on the study. We've gotten requests from other parts of the country for copies, and we've received so many requests for the study from Minnesotans (libraries and others) that we're having 7500 copies printed. When you include the 4700 printed as the July-August VOTER (given to LWV members and official delegates to the Governor's Pre-White House Conference on Libraries), that means 12,200 of the studies were or will be distributed vs. the 10,000 originally planned.

The grant's budget included funds to pay committee expenses in addition to printing and distribution costs. The grantors are very specific about requiring vouchers to verify all expenses. We are therefore sending you a voucher on which you are to record all your expenses, e.g., phone, travel, sitter, meals away from home, etc.

We are cognizant that you said at the beginning of your deliberations that you would contribute all your expenses or that your local LWV would absorb those costs. Even though the project was granted, you may still contribute your expenses by endorsing the expense reimbursement check we will send you to the LWVMN and returning it to us. The money so received will enable us to cover the expenses of the committee meetings devoted to consensus issues which are not fundable from the grant but must be paid for out of the regular LWVMN budget.

The consensus forms are being returned daily to our office. You will need to meet early in the new year to collate all the responses and to prepare a position statement for state Board approval.

We very much appreciate your work on the committee and your cooperation in meeting all the requirements of the grant, a large portion of which we would need to return should we be unable to substantiate all our known expenses. Thank you.

EXPENSE VOUCHER

Name JUDITH ROSENBLATTDate 1/9/79Address 2225 DRAPER ROSEVILLE 55113
Street City Zip

BUDGET CATEGORY <u>LIB. STUDY</u> Grant <input checked="" type="checkbox"/>					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
8/11/78	2.55				6 hrs.
8/12					2 hrs.
8/13					3 hrs.
8/14					3 hrs.
8/15	2.55				
TOTAL					
Describe - workshop, publication, affiliation, etc. <u>LIBRARY PUBLICATION,</u> <u>editing, proofing,</u> <u>paste-up</u>					

BUDGET CATEGORY <u>LIB. STUDY</u> Grant <input checked="" type="checkbox"/>					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
8/16					3 hrs.
8/17	2.55				2 hrs.
8/18	2.55				4 hrs.
8/19					4 hrs.
8/20					2 hrs.
8/21					2 hrs.
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY <u>LIB. STUDY</u> Grant <input checked="" type="checkbox"/>					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
8/22	5.10				2 hrs.
TOTAL	15.30				33 hrs.
Describe - workshop, publication, affiliation, etc.					

1. Travel - car (15¢ per mi.); train, air, bus, parking - actual cost
2. Baby sitting - \$1.00 per hour
3. \$9.00 per diem
4. Lodging (actual cost is reimbursed)
5. List here postage, phone calls, supplies, etc.

(See reverse side for additional instructions.)

For official League function, League pays actual cost.

LOCAL LWV-ERS AND AREAS OF EXPERTISE WHO IMPRESSED ME THIS MONTH:

$$\begin{array}{r}
 3.17 \\
 .15 \\
 \hline
 3.32 \\
 .17 \\
 \hline
 3.49
 \end{array}$$

BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

BUDGET CATEGORY Grant _____					
Date	Travel (1)	Sitter (2)	Meals (3)	Room (4)	Other (5)
TOTAL					
Describe - workshop, publication, affiliation, etc.					

INSTRUCTIONS for filling out VOUCHERS

This new Expense Voucher form is an attempt to make the bookkeeper's job a little easier and insure that the expenses are accurately charged to the proper budget categories. If, after reading these instructions, you are still unclear or unsure, please see either the executive director or the bookkeeper. They would be glad to help you.

1. Fill in your name as you want it to appear on the check. Give complete address including zip code.
2. Budget Category - such as Board, library study, action, etc. If you are not sure, give a few details in description section to help us establish the proper category and to help us figure out if the activity is a grant candidate.
3. Attach all bills and receipts when possible.

TOTAL EXPENDITURES \$ _____

I WILL CONTRIBUTE _____

BALANCE TO BE REIMBURSED _____

(For office use only: Pd. _____, 19____ - Check # _____)



League of Women Voters Education Fund 1730 M Street, N.W., Washington, D.C. 20036 (202) 659-2685

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New Canaan, Connecticut

STAFF DIRECTOR
Martha T. Mills

August 31, 1978

Ms. Judy Medelman, Assistant to the President
League of Women Voters of Minnesota
555 Wabasha
St. Paul, MN 55102

Dear Judy:

It is with pleasure that I can inform you that the Education Fund Trustees have approved your project request to print and distribute a study of the funding of state libraries.

Although we are certain that you realize it, the Trustees just want to mention that the resulting publication should not include any consensus questions or League positions.

We wish you success in securing funds for this project.

Sincerely,

Felice H. Sorett
State and Local Projects

EF: FS/ci
cc: Helene L. Borg, State President



Gretchen

LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 • TELEPHONE (612) 224-5445

August 19, 1978

Ms. Felice Sorett
State and Local Projects
League of Women Voters Education Fund
1730 M St. N.W.
Washington, D.C. 20036

Dear Felice,

The League of Women Voters of Minnesota is currently conducting a study of the funding of state libraries. Results of the study will be published for statewide distribution to the general public.

The purpose of the study is to provide the public with impartial information on the ways in which libraries are funded, how the money is spent, and what alternatives exist to present funding.

We plan on a printing of 10,000 copies, which will be distributed through local Leagues and through the regional library system. Naturally, those who are involved with the funding and management of libraries will also receive copies.

Total budget for the project is \$6065. Funding will be hopefully be obtained through private foundations. The role of the Education Fund will, of course, be acknowledged in the publications.

We hope this meets with the approval of the Trustees and that we will receive a confirmation soon so that we may secure tax-deductible funding.

Sincerely,

Judy Medelman
Ass't to the President

file

PROJECT REQUEST FORM

TO: LEAGUE OF WOMEN VOTERS EDUCATION FUND
1730 M Street, N.W.
Washington, D.C. 20036

Date October 16, 1979

FROM: Name Sally Sawyer

League of Women Voters of Minnesota

Address 555 Wabasha

St. Paul, MN 55102

Proposed project:

Reprinting of 2000 copies of our LWVMN publication "Library Funding in Minnesota"

Details of the project to be considered, including plans for execution:

Our supply of over 12000 copies of our Library Funding publication is nearly exhausted. Yet demand is continuing. This project involves reprinting 2000 copies and distributing them to organizations and conferences and to individual citizens.

Donor(s):

The St. Paul Foundation

Proposed budget for the use of the grant (including 5% overhead due Education Fund):

<u>Income</u>	<u>Expenditures</u>
\$1000	Printing \$300.00
	Postage and Envelopes 400.00
	Staff time for distribution 200.00
	Office overhead 50.00
	Education Fund Fee 50.00
	<u>\$1000.00</u>

Distribution plans for printed material (if such material is part of the project):

On request and through further marketing investigations, this publication will be distributed, free of charge, to library personnel, at conferences, including the White House Conference on Libraries, and to individual users of library services. It will also be more systematically distributed to those who make decisions about library funding on the state, county and local levels.



UNIVERSITY OF MINNESOTA
TWIN CITIES

Library School
419 Walter Library
Minneapolis, Minnesota 55455

313-5993

- 3100

August 2, 1978

JM - Did we ever
hear how many
he wanted

Ms. Harriett Herb
Executive Director
League of Women Voters of Minnesota
555 Wabasha
St. Paul, MN 55102

Dear Ms. Herb:

Thank you for inviting me to review the League of Women Voters of Minnesota's study of Funding of Public Libraries in Minnesota.

I have reviewed the draft several times and find it both well conceived and presented. This succinct overview of past and present practice enhances clearly your delineation of the serious problems which face our state's public libraries and, in published form with wide distribution, can assist significantly a mutual effort at creative resolution.

I have no substantive criticisms to make but have noted several typographical errors and one small factual inconsistency. I can but wish, given the concern and expertise of the League, that you had made (or will) selected recommendations for possible approaches to solution, e.g., do you agree with the findings of the National Commission on Libraries and Information Science?

I would very much like to receive a copy of the final product for use in teaching and would like to assist in distribution.

Thank you again for including me and be assured of my continuing interest.
C'ead Mile Failte - 100,000 Gaelic Good Wishes!!!

Sincerely,

Harris C. McClaskey, Ph.D.
Associate Professor,
Director of Graduate Studies

HMcC/bct

Encls.



FACTS and ISSUES

FUNDING OF PUBLIC LIBRARIES IN MINNESOTA
LEAGUE OF WOMEN VOTERS OF MINNESOTA

NOVEMBER 1978

Library Funding in Minnesota

"Funding of Public Libraries in Minnesota" was adopted as a study by delegates to the 1977 Convention of the League of Women Voters of Minnesota (LWVMN). This publication includes a brief history of public libraries in Minnesota, a discussion of present library services and funding, some problems being encountered, and some alternatives to present funding.

A BRIEF HISTORY

Webster defines "library" as "a place in which literary, musical, artistic or reference materials (such as books, manuscripts, recordings or films) are kept for use but not for sale."

Library service was inaugurated in the frontier State of Minnesota in 1859, a year after the state became part of the Union. The Stillwater Library Association was formed to receive and house government documents—a function it still carries out. That same year a group of young men founded the Minneapolis Athenaeum, a private subscription library (which remains an independent, private library but cooperates with the Minneapolis Public Library under a 99-year contract). Subsequently, additional libraries, supported by either private funds or local real estate taxes, were established at the local level.

Around the turn of the century—during the era when Andrew Carnegie's philanthropy was making access to books available free to the public—64 of Minnesota's libraries were built. Donated to the communities, with requirements for some matching funds, these libraries became the foundation of the state's library system. In 1899 a Public Library Commission was established; it was merged with the Minnesota Department of Education in 1919.

Further development of libraries took place during the Depression years of the 1930s and early '40s, when the Works Progress Administration (WPA) provided

some help by funding demonstration projects, mainly small library stations set up in any convenient corner of a small town. This project was aimed at showing citizens what a library service could do for their town. Later, when the demonstrations, staffed by WPA workers, had been in use for a while, communities voted to decide whether the county should establish a library. If the vote was "yes," the county took over operation of the station(s). When World War II came along and most WPA projects were terminated, each community was allowed to keep its demonstration station until it had voted for or against a library. About 75 of the WPA workers became library employees in Minnesota.

The Federal Library Services Act (LSA) of 1956 marked the beginning of dramatically extended and improved library services throughout the state. Primarily intended to extend library service to rural areas that were largely unserved at the time, its demand for matching funds and long range planning

As required by federal and state law, in 1957 the Minnesota Long Range Plan for Library Service was developed by the state library agency (now known as the Office of Public Libraries and Interlibrary Cooperation, OPLIC) in consultation with an Advisory Council on Public Library Development and the Library Planning and Development Committee of the Minnesota Library Association (MLA). The overall goal of that plan continues to be:

"There shall be available to every Minnesota citizen regardless of residence, physical handicap, social or economic circumstances, convenient access to library service, capable of meeting personal information and educational needs, and linked with other libraries in a manner which renders the resources of all libraries available whenever resources are required."

Consistent with this philosophy, long-range planning has sought to establish

The Federal Library Services Act marked the beginning of dramatically extended and improved library services throughout the state.

led to Minnesota's 1957 library legislation. The Legislature granted \$400,000 in state aids to match LSA funds, marking the first time state taxes were allocated to libraries. For this reason, 1957 is used as the landmark year for comparisons throughout this study.

The 1957 Act also provided that funding would be granted to library districts having a population of at least 20,000 people. Because some counties had fewer people, it became important for these counties to join forces in order to qualify for the new federal and state aids. And so, multi-county library systems were born.

public libraries in areas without such service, to develop multi-county regional systems to strengthen and improve service, to foster and support a system of sharing resources, and to encourage innovative and experimental projects to improve library services throughout the state.

Although there were several well-developed library systems in Minnesota, the 1957 state aid bill made possible the beginning of orderly planning that extended and improved library service. Only 74 percent of Minnesota's population had access to public libraries in 1957, as

compared to 96 percent in 1977 (see Figure 12). During that time, service was expanded to reach an additional 1.4 million Minnesota residents.

The federal Library Service and Construction Act (LSCA) of 1964, successor to LSA, enabled qualifying systems to obtain non-local funding for new facilities. Although LSCA Title II Funds (for public library construction) were withdrawn in 1973, Title I funds (for services) and Title

patrons may also check out art prints, sculptures, films, and audio and visual tapes providing a whole range of experience — aural, visual, tactile and graphic. In addition, a local public library may provide meeting rooms, film presentations, lectures, crafts demonstrations, and story hours for children.

Or it may not. No Minnesota public library can accurately be labeled as "typical." One library may consist of a

libraries vary, most libraries function in some capacity as points of access to other sources of information. In public library jargon, this is called "networking," which is defined as "two or more library systems engaged in a common pattern for information exchange." MINITEX is the most extensive network in Minnesota. Begun in 1969, it is a program which includes academic, public, governmental and institutional libraries in Minnesota and neighboring states. Its aim is to provide access to library resources in the state for any Minnesota citizen. Services include document delivery, reference information by telephone and teletype and bibliographic searches. State and federal grants from OPLIC support public library participation in the MINITEX system.

The 1978 Legislature passed an act calling for minimal cooperative efforts among libraries as a prerequisite to federal and state funding.

III funds (for interlibrary cooperation) continue. Title I, especially, has contributed to the emergence of regional library systems.

Another change in library funding occurred in 1973, when the Minnesota Legislature repealed the limits on county tax levies for libraries but maintained the levy limits for city library systems.

At the request of MLA, the 1978 Legislature passed an act (Ch. 546) calling for minimal cooperative efforts among libraries as a prerequisite to federal and state funding. The Legislature also established a Joint Senate-House Subcommittee on Libraries to consider in part what legislation may be necessary to facilitate resource sharing among a variety of libraries, e.g., public, school, academic and special. The committee is scheduled to report its findings to the 1979 Legislature.

PUBLIC LIBRARY SERVICES CURRENTLY AVAILABLE

Local Libraries

Public libraries provide, in varying degrees, resources to such diverse patrons as children selecting their first books and specialists in obscure fields doing advanced research. Library patrons may select current and popular reading materials in person or by mail, obtain access to an extensive collection in a particular field, or find answers to factual questions requiring a special reference collection. And, since the printed page is no longer the sole source of information,

shelf of books — as in Deerwood — while another may include 50,000 volumes and audio-visual materials — as in the Brooklyn Park Branch of the Hennepin County Library System. A community of fewer than 10,000 people may be able to provide library service for only 30 hours a week, while larger communities may be able to provide 60 hours a week. A local public library provides as many services as it can afford. Consequently, services, salaries and materials vary from library to library across the state.

Approximately 2 percent of Minnesota's population is served by 33 local libraries not affiliated with the regional library systems. Sixteen counties do not levy taxes for library service to their approximately 171,000 rural residents. However, libraries in 12 of those counties do contract for participation in regional systems (see Figure 2). Sparse populations and lack of municipal centers seem to contribute to the lack of library development.

MINITEX

Although the size and quality of local

Regional Library Systems

The concept basic to library development in Minnesota has been that the term "library service" shall include as valid functions "the collection, retrieval and dissemination of all media of communication."² Since it is impractical to store all such recorded materials in every single library, this concept has inspired not only "networking," but the growth of regional library systems throughout the state. These regional systems, plus the various networks (state, regional, national), serve to expand services and to make expenditures more effective.

Minnesota has 13 multi-county systems, financed with local, state and federal money. Since the law requires that members of a system agree to resource sharing (reciprocal borrowing, interlibrary lending and reference services), any person whose local library belongs to a system may check out materials from any other library. As a result, the library with the largest collection of materials can supplement any other library in the system. Participating libraries can agree to use state and federal funds to reimburse the larger

library, acknowledging its increased costs due to resource sharing.

In addition to sharing resources and extending library services, the regional system is a mechanism for qualifying for and expending federal and state funds.

Figure 3 shows Minnesota's 13 regional library systems.

There are two basic kinds of regional library systems: consolidated and federated.

Consolidated systems operate more or less single, unified libraries in a multi-county area. Individual city and county libraries become "branches" of the regional library and are governed by a regional board and central administration. In a consolidated system, library levies from counties and cities are added to the system's share of state and federal funds. The board of trustees, consisting of representatives of member localities and/or libraries, decide jointly on expenditures. While individual cities and counties lose direct control over their contributed local tax dollars, their representatives on the board gain a voice in decision-making for the entire system.

The seven consolidated regional library systems are described in Figure 1.

In a federated library system, the individual city and county libraries are equal members of the regional system with each member keeping local control. The board members represent their own areas and act in behalf of those areas. The system provides services primarily to member libraries. Most also provide some services (bookmobiles, mail-a-book) directly to library users, even though some users may be unaware of the system's existence. A federated system administers cooperative programs of mutual benefit to all the member libraries. Representatives of member cities and counties decide jointly how to spend the system's share of state and federal dollars only, leaving control of local funds to local library boards.

Figure 2 lists the six federated regional library systems.

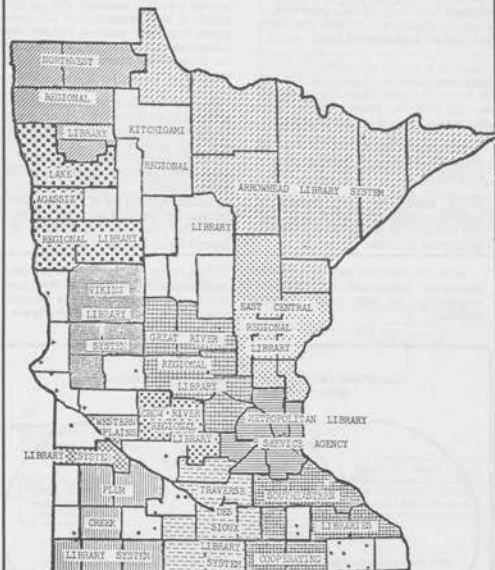
It is difficult to generalize about either federated or consolidated regional systems because none operate in precisely the same manner. The organization of regional library systems has great flexibility, allowing each system to adapt to the local conditions of its constituencies. Structure and rules may also vary greatly among systems. The intent remains the same — to serve as many people as well as

FIGURE 2
MINNESOTA FEDERATED REGIONAL LIBRARY SYSTEMS

Name	Establishment Date	Headquarters	Counties Served	Member & Branches
Arrowhead	1966	Virginia	7	32
Metropolitan Library Service Agency (MELSA)	1969	St. Paul	7	88
Plum Creek	1974	Worthington	5	13
Southeastern Libraries Cooperating (SELCO)	1971	Rochester	8+	28
Traverse des Sioux	1974	Mankato	8*	31
Viking	1976	Fergus Falls	4*	10

*Member libraries are located in 2 additional counties.
*Member libraries are located in 1 additional county.
*Member libraries are located in 2 additional counties.

FIGURE 3
MINNESOTA REGIONAL PUBLIC LIBRARY SYSTEMS
July, 1978



*City Libraries participating in Regional Public Library systems.

FIGURE 1
MINNESOTA CONSOLIDATED REGIONAL LIBRARY SYSTEMS

Name	Establishment Date	Headquarters	Counties Served	Branches (As of 12/77)
Crow River	1972	Willmar	3	12
East Central	1959	Bridge	6	8
Great River	1969	St. Cloud	6	19
Kitchigami	1969	Pine River	4	7
Lake Agassiz	1961	Moorhead	4	10
Northwest	1968	Thief River Falls	5-	6
Western Plains	1977	Montevideo	4*	7

-Lake Agassiz has a city library in one additional county.
-Western Plains has city libraries in 3 additional counties.

possible. Whether or not they are aware of the regional systems whose resources they may utilize, 94 percent of Minnesota's residents are currently eligible to hold library cards entitling them to regionwide services.

Office of Public Libraries and Interlibrary Cooperation (OPLIC)

A division of the Minnesota Department of Education, OPLIC is responsible for administering the Minnesota Long-Range Plan. It is through this office that state and federal aids are granted to public libraries that meet legislative requirements. Aid is distributed according to the formula described in the Present Formula section and Figure 11. OPLIC also provides consultant, advisory and guidance services to librarians, library boards, public officials and interested citizen groups. An Advisory Council to OPLIC, consisting of 15 voting and three ex-officio members, functions as a permanent body.

In order to qualify for federal funds, the Advisory Council must continually update the Minnesota Long-Range Plan. The 1977 revision includes, among others, these steps to be taken in the next five years.

- to complete development of regional library systems so that the entire state is included.

- to secure by 1979 passage of legislation mandating financial support and provision of public library service throughout the state.

- to secure financial support from the Minnesota Legislature by 1980 for construction of new public library facilities.

— to encourage the reinstatement of federal funding of LSCA Title II (for public library construction).

The Plan expresses as a goal the provision of materials and services to assist the educationally disadvantaged, the blind and physically handicapped, the homebound and ethnic minorities. Broader services are recommended for hospitals and correctional institutions. The Plan also proposes greater cooperation of public libraries with school media centers, academic libraries and health science libraries across the state.

CURRENT FUNDING

Funding Comparisons

Minnesota's spending for public library service for 1977 parallels that of other states. A high proportion of the money comes from local sources, the rest from federal and state funding. (See Figure 4 for comparison between Minnesota and the U.S.)

Receipts for Minnesota public libraries totaled \$30,016,960 in 1977. Approximately 86 percent of this amount reflects county and city property tax levies, Federal Revenue Sharing money, and other tax funds administered by counties and cities. Approximately 8 percent is from miscellaneous sources of income, such as investments, building sales, fines, fees and gifts. The remaining 9 percent is from federal LSCA funds and state aid.

When states were rated on a per capita basis using only state appropriated funds, 1976 figures ranked Minnesota fourteenth with 52 cents per capita. (See Figure 5.)

Local per capita support for public libraries in Minnesota (the total of all receipts received by public libraries divided by the population served) was computed to be \$8.25 for calendar (not fiscal) year 1977. City-county-township support for regional libraries ranged \$1.55 to \$9.69 per capita; the statewide average per capita support was \$8.25. Per capita expenditures varied from \$3.48 to \$10.67 with the statewide average being \$8.13. Total expenditures for all regional libraries were within one and one-half percent of the total receipts, a close estimate, since expenditures may not exceed receipts.

It is difficult to compare funding among Minnesota's public libraries because indirect contributions (e.g., heat, light, snow removal and space in government-owned facilities) made by local governments are usually not written into local library budgets. Comprehensive Employment and Training Act (CETA) and Federal Revenue Sharing funds are also difficult to identify when used for library support. Indirect receipts, an estimated \$865,400 in 1977 out of approximately \$29,529,723 spent, are, however, a very small portion of the total spent on public libraries.

In spite of the difficulties of making comparisons, some 1977 statistical averages apply to most Minnesota libraries. Purchasing books and other materials requires about 16% of a library's budget with the statewide average being \$1.32 for each person receiving library materials. Although the largest part of a library's budget is spent on personnel — estimated at 67.5 percent — the statewide average is one library staff member for every 2,046 residents. Statistics on average salaries are difficult to provide. Since no state certification exists for librarians, persons with master's degrees in library science may hold the same title in one public library as others with high school diplomas in another. (See Figure 6 on pages 8-9 for statistical comparisons among library systems.)

Local Support

It must be noted that while the total 1977 receipts from local funding were \$25,442,987, municipal and county receipts from one regional system, MELSA, accounted for \$18,134,471. Although the statewide average of local funding is listed at 86 percent by OPLIC, local taxes supply slightly over 89 percent of MELSA's receipts. Other systems varied their percentage of local support in 1977 from 86 percent in Arrowhead to 48 percent in Kitchigami and Viking. (See Figure 7.)

FIGURE 5
COMPARISON OF
PER CAPITA STATE FUNDS FOR PUBLIC LIBRARY SERVICE
Fiscal Year — 1976

1. Maryland	\$1.91	20. South Carolina	\$.35
2. New York	1.47	21. Missouri31
3. Georgia	1.26	22. Connecticut26
4. West Virginia	1.15	23. Iowa24
5. New Jersey	1.06	24. Maine22
6. Illinois98	25. Florida21
7. Massachusetts83	26. Alabama18
8. Pennsylvania75	27. Kansas18
9. Wisconsin70	28. Texas18
10. North Carolina68	29. New Mexico14
11. Rhode Island67	30. Nebraska13
12. Colorado59	31. Arizona12
13. Mississippi55	32. Kentucky10
14. Minnesota52	33. Nevada10
15. Idaho50	34. Ohio06
16. Michigan50	35. California06
17. Tennessee44	36. Oklahoma05
18. Arkansas44	37. Alaska03
19. Virginia37		

No state aid to public libraries in the following states: Hawaii (the state operates all public libraries and all school libraries), Indiana, Louisiana, Montana, New Hampshire, North Dakota, South Dakota, Utah, Vermont, Washington, Wyoming. (state aid was enacted in 1977 in Oregon). Not reported — Delaware.
Source: Survey of the Chief Officers of State Library Agencies, available from OPLIC.

There are several reasons for this range in percentages. Some systems are adding counties to their service areas and require establishment grants (provided by state and federal funds). Some systems' service

FIGURE 7
LOCAL SUPPORT

This chart shows the percentage of funding which came from local governmental sources for each regional library system in 1977.

Arrowhead	86%
Crow River	62%
East Central	56%
Great River	81%
Kitchigami	48*
Lake Agassiz	65%
MELSA	89%
North West	53%
Plum Creek	73%
SECO	83%
Traverse des Sioux	70%
Viking	48%
Western Plains	85%

*This percentage was abnormally low due to withdrawal of Crow River County for non-payment of contractual fee obligations.

areas include Indian reservations, which are tax free lands. Lower assessed valuations of member counties may be still another; the same number of mills may raise less tax money in one county than in another.

All county libraries belonging to regional library systems must make a minimal local financial effort as stipulated by Chapter 546, Minnesota Laws 1978. Should one of the member counties fall below the required amounts, the system's

required for the unaffiliated library not participating in a regional library system.

Minnesota counties budgeted an average of 1.7 percent of their expenditures for libraries in FY 1977; cities that budgeted for libraries spent an average of 1.5 percent of their funds on public libraries in FY 1977.

State and Federal Sources

The funding requested from the state for public libraries is submitted as a line item in the Department of Education budget. The appropriation is authorized biennially by the state Legislature. Figure 8 describes the budget process for Minnesota's public libraries.

Agencies which attempt to influence the budget process include the Advisory Council to OPLIC, the Council of Public Library System Directors, which informally advises OPLIC, the Library Subcommittee of the State Board of Education and the Minnesota Library Association, which lobbies the Legislature.

Figure 9 shows state appropriations for public libraries since 1957.

After the appropriation is approved, OPLIC estimates the amount which will be received from the federal government. Federal funds are usually used for establishment grants, special mandated

FIGURE 8
STATE FUNDS — THE BUDGET PROCESS

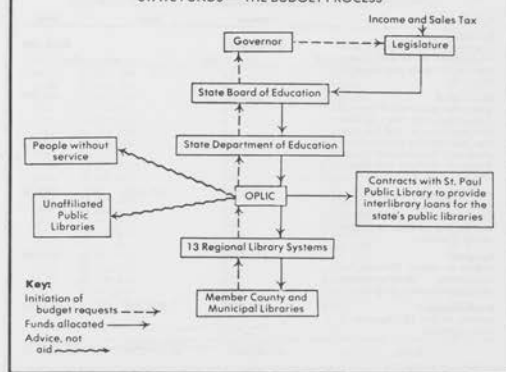
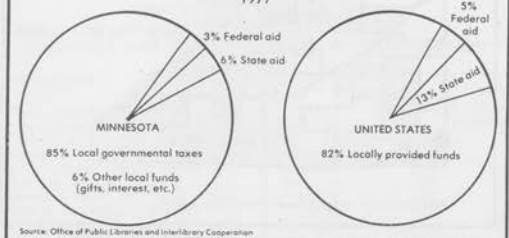


FIGURE 4
COMPARISON OF FUNDING FOR PUBLIC LIBRARIES
MINNESOTA AND UNITED STATES
1977



grants, as well as regional library basic system support. (See Figure 10.)

Any federal funds left over after the establishment, mandated, multi-regional and special grants are made are used for basic system support. OPLIC policy is that federal money should be used for one-time

costs or purchases and for services to the residents of Indian reservations, the institutionalized and the blind. Basic system support accounts for approximately three-fourths of all state and federal aid.

Statewide, 9 percent of library receipts (\$2,806,770) were supplied by the state and

federal governments in calendar (as opposed to fiscal) 1977. OPLIC allocates these funds by formula to the 13 regional systems which, by law, are the only public libraries eligible to receive state and federal funds.

The Present Formula

In June of 1973, the State Board of Education directed OPLIC to develop a formula for distribution of state aid to the regional systems. To assist OPLIC, the Advisory Council appointed a Formula Committee comprised of representatives from various types and sizes of public libraries. Since that time, several different committees have tackled the problem of distributing the state appropriations to the regional systems.

It is generally accepted that the population served is an important element, that some consideration should be given to the size of the area served and that an assessed valuation (of property) equalization factor is necessary. The problem is to determine how much weight to give each of the three elements and on what basis to calculate the equalization.

In the spring of 1977 an interim formula to determine distribution was adopted. Sixty percent of the available state aid monies are to be distributed so that each system receives an equal amount per capita; 15 percent of the available funds are to be distributed so that each system receives an equal amount per square mile of the land area it serves; remaining funds, 25 percent, are to be distributed to systems serving counties whose EARC adjusted property valuation per capita falls below the state average. Figure 11 shows the current distribution formula percentages.

A system's population is computed as a percentage of the total population of all the 13 systems. The MELSA system, serving 52 percent of the population according to the 1970 U.S. census, receives the greatest amount in this category.

The next factor is area. The square miles in each of the systems are calculated as a percentage of the total square miles of all the 13 systems. The Arrowhead Library System covers the most territory (26 percent of the area) and receives the greatest amount.

The equalization component of the formula consists of two parts. The first provides a set sum to each of the 13 systems in recognition of the standard costs all systems incur. In 1979 each system will receive \$35,000. What is left

after subtracting this initial amount is allocated to the libraries based on the inverse of the adjusted assessed valuation. In other words, those systems with lowest valuation per capita receive the greatest percentage of the remaining funds.

Systems may lose or gain state aid as population shifts and as the systems enlarge and valuation changes. However, through the use of a "hold harmless" clause (clause which prevents systems from receiving less funds than previous years), the Legislature has determined that no system would lose aid due to the valuation factor.

OPLIC and its advisory committee continue to work for the development of a formula for basic system support that will enable the 13 regional systems to meet the goals of the State Library Plan. Current discussions center on combining the population and area factors to develop one density factor.

PROBLEMS

Several factors influence the quality and amount of library services available in any given locality. The type of community (old, well-established vs. new, fast-growing), population density (urban vs. rural), transportation facilities, settlement patterns, proximity to educational institutions — all of these are factors. Another influence is the maturity of the system, which varies from less than a year for Western Plains to 19 years for East Central. Still, with all of these variations, library systems have one frequently cited problem in common — finances. Here are some of the reasons given for financial problems:

Increased Use — An ever-growing number of patrons are asking for more services and information. Circulation has risen steadily as libraries become more and more important as sources of information and recreation. In 1957 Minnesota libraries provided 2,214,025 people with 11,624,799 items for use. Twenty years later the number served had grown by one and a half million, and the items circulated had doubled to more than 43,000,000. As Figure 12 indicates, the per capita items circulated rose from 3.8 in 1957 to 6.51 in 1977.

Although there are almost twice as many volumes in Minnesota public libraries today as there were 20 years ago, (4,830,572 in 1957 and 8,487,814 in 1977), the volumes or materials available per capita have risen only from 1.91 to 2.33. This

small increase is due in part to the 70 percent increase in the number of library patrons; it can also be credited to the willingness of public libraries to share their resources for the more efficient use of available funds.

Inflation — Inflation has eroded the purchasing power of the funds available. During the past 10 years, the price of the

average book bought by a public library has more than doubled, from \$8.77 to more than \$18.57. Twenty years ago Minnesota's public libraries used 90 percent of their materials budgets for book purchases. Today, OPLIC estimates that 75 percent of current materials budgets go for books and the rest for audio-visual materials which, in addition to costing more per item, require more space,

FIGURE 9
STATE APPROPRIATIONS FOR PUBLIC LIBRARY SERVICES AND INTERLIBRARY COOPERATION

Legislative Session	Enacted for Fiscal Year	Amounts per year
1957	1958	\$ 150,000
	1959	250,000
1959	1960	125,000
	1961	125,000
1961	1962	125,000
	1963	125,000
1963	1964	175,000
	1965	200,000
1965	1966	200,000
	1967	200,000
1967	1968	475,000
	1969	400,000
1969	1970	450,000 + 35,000 IC*
	1971	500,000 + 45,000 IC*
1971	1972	450,000 + 45,000 IC*
	1973	500,000 + 45,000 IC*
1973	1974	1,571,590
	1975	1,571,590
1975	1976	1,885,979
	1977	1,971,729
1977	1978	2,150,000
	1979	2,150,000 + 400,000**

*Interlibrary Cooperation.

**For basic system support. Release of the additional funds was contingent upon adoption of a new formula for distribution of state aid.

Source: Office of Public Libraries and Interlibrary Cooperation

FIGURE 10
GRANTS FOR LIBRARY SERVICES IN MINNESOTA ADMINISTERED BY OPLIC
Fiscal Year — 1977

Type of Grant	Federal	State	Total
Establishment 2 year grant for regional public libraries to extend library service to newly participating counties	\$ 306,488		\$306,488
Mandated grants for residents of Dept. of Corrections and Dept. of Welfare institutions; and for services provided for the blind and physically handicapped by the Depts. of Welfare and Education.	64,774		64,774
Multi-Regional Services grants for services for regional libraries, i.e., MINITEX and library services to Indians on reservations	53,272	\$71,336	124,608
Special grants to public libraries for innovative, developmental and experimental programs	111,750		111,750
Basic Support grants to the 13 regional library systems	557,399	1,900,393	2,457,792
Totals	\$1,093,683	\$1,971,729	\$3,065,412

FIGURE 11
PERCENTAGES USED FOR DISTRIBUTION OF GOVERNMENT FUNDS ACCORDING TO THE CURRENT FORMULA

SYSTEM	1970* population in system	System % of total population served in system	Sq. mi. of area served in system	% — total of all system's basic grant	% to be used for valuation component after deduction of each system's basic grant
Arrowhead	306,208	8.6078	17,416	26.0988	32.3
Crow River	76,559	2.1621	1,890	2.8323	0
East Central	83,894	2.3583	5,191	7.7791	4.4
Great River	208,787	5.8130	4,912	7.3609	13.0
Kitchigami	67,775	1.9052	5,046	7.5671	5.4
Lake Agassiz	112,016	3.1489	5,238	7.8494	1.9
MELSA	1,871,613	52.128	2,819	4.2244	33.2
Northwest	50,156	1.4094	5,642	8.4348	0.9
Plum Creek	106,618	2.9971	4,177	6.2595	0.06
SELCO	341,922	9.6118	4,885	7.3204	7.3
Traverse des Sioux	208,744	5.8680	4,462	6.6865	0.2
Viking	93,206	2.6201	3,716	5.5686	1.3
Western Plains	31,855	.8955	1,337	2.0036	0.09
Totals	3,557,333	100.	66,731	100.	100.05

* OPLIC formulas for distribution must be complied with 1970 U.S. census figures for Minnesota.

With the coming of the 1980 census, changes are expected.

Source: OPLIC

FIGURE 12
MINNESOTA LIBRARY CIRCULATION STATISTICS 1957-1976*

Total circulation per yr.	Per Capita	People served	% of Total pop. served
1957 11,624,799	3.8	2,215,025	74.5%
1958 12,443,588	4.1	2,212,257	74.3%
1959 12,547,134	4.2	2,286,531	76.6%
1960 13,184,967	3.9	2,744,921	80.4%
1961 14,074,512	4.1	2,752,306	80.6%
1962 14,749,280	4.3	2,764,654	81%
1963 15,213,518	4.5	2,752,800	81%
1964 15,600,915	4.6	2,770,679	81%
1965 15,520,356	4.5	2,827,692	83%
1966 15,680,425	4.6	2,834,616	83%
1967 15,291,169	4.5	2,854,681	84%
1968 16,054,385	4.6	2,860,646	84%
1969 16,443,407	4.8	2,957,166**	87%
1970 17,351,492	4.9	3,367,404	89%
1971 18,600,999	4.89	3,394,047	89%
1972 18,011,962	5.00	3,407,198	89%
1973 18,821,128	5.20	3,447,530	91%
1974 21,158,064	5.56	3,478,865	91.5%
1975 22,220,247	5.83	3,550,214	93.3%
1976 22,461,661	5.90	3,615,871	95%
1977 23,687,162	6.51	3,633,094	96%

* All statistics from Minnesota Libraries annual statistical issue.

** Does not include previously unserved populations of Chicago, Roseau, and Beltrami counties, where service did not begin until after federal funds were increased (32.63%).

special handling, and a well-trained staff to process them. New forms of data recording, such as microfilm, and the explosion of books, periodicals, newspapers, pamphlets, etc., make classification, processing, storage and retrieval even more costly and time-consuming.

Inadequate Facilities — With more staff, more patrons, and more and dif-

ferent materials, some library buildings constructed at the turn of the century are overcrowded, inadequate to meet present-day library needs, and often inaccessible to an increasing segment of our population — the elderly and the handicapped. Of the 325 public libraries in Minnesota, only 143 were accessible to handicapped persons in 1977. A federal law requires public buildings to be accessible to the handicapped by June, 1980. Further, as the population shifts from rural to urban and from core-city to suburban ring, new library buildings may be required.

Dependence on the Local Property Tax — Within Minnesota, individual municipality financial support for public libraries varied from 32 cents to over \$15 per capita in 1977. As stated earlier, in 1973 the Legislature repealed tax limitations on county levies for libraries but retained the levy limitation for city libraries. Governmental officials are attuned to their constituents' implicit or explicit concerns about tax levels. Trying to take the line on property taxes has been a concern of both state and local officials in Minnesota for several years — a concern that may seem more immediate with the passage of California's Proposition 13. These real or subjectively determined funding limits, as well as inflation, have made it difficult for libraries to maintain previous levels of service.

Unequal Resources — With interlibrary cooperation, a local library card entitles the patron to information and materials without regard to city, county or regional boundaries. However, only a minimal local effort is required for a library to be eligible for state aid. As the law now stands, local contributions cannot decrease but need not keep pace either with inflation or with increased demands for costly services. While the newer systems face the problem of building up their collections, well-established libraries feel the effects of increased use while that is happening.

Public Attitudes — Because of the ease and flexibility that a regional system

makes possible, the local library patron may be unaware that the system exists and less likely to realize that public libraries are financed primarily by local property taxes. As Major Owen, a New York state legislator and librarian commented at the May, 1978, convention of the Minnesota Library Association, "While libraries have few outright enemies, they have lots of lukewarm friends."

ALTERNATIVE SOURCES FOR FUNDING

Current Efforts

Caught between increasing costs and increasing pressures to reduce their primary source of income — the local property tax — at a time when requests for service have escalated, public libraries have considered various ways to cut costs or augment incomes. Here are some of them.

Cutting Services — Some libraries have made changes in staffing, using fewer professionals and more non- (or para-) professionals. Others have reduced their

hours or have eliminated programs and special events. Still others have decreased budgets for purchases of equipment and materials (books, records, films, periodicals, etc.)

Using Volunteers — Some libraries are attempting to use volunteers in more areas of library operation. However, such an effort involves the use of staff time for planning, recruiting, and supervising.

Charging Fees — There is a trend from free to fee-based services. Some libraries charge fees for reserving library materials, for overdue materials, and for the use of films, tapes, recordings, and copy machines.

The idea of charging fees to businesses while continuing free services to individuals has been suggested as a response to requests for information that require extensive and time-consuming research. However, businesses pay taxes too and should be entitled to the same free services individuals receive. Although anyone requesting extensive service may

be asking for more than a "fair share" of available staff time and could be asked to pay for the extra service, it is difficult to determine what a "fair share" is, and, therefore, what service should be charged for and what should be free. Information is being generated at a rapid pace. While the importance of free public access to that information must be considered, another point to remember is that commercial enterprises, with their data banks and electronic memory devices, are also moving into the information field.

Sharing Resources. — As an economy measure, Minnesota public libraries have been sharing resources for more than 20 years. Librarians have worked toward comprehensive listings of all serial publications in Minnesota. A film circuit has been providing copies of films to public libraries since 1966. Public libraries are linked through regional systems and have access to academic, institutional and special libraries through the MINITEX network. However, the efforts to explore the cooperative benefits of connection with public school libraries have not always been successful.

A Proposal for the Future

In its volume **ALTERNATIVES FOR FINANCING THE PUBLIC LIBRARY**, the National Commission on Libraries and Information Science (NCLIS) recommends reshuffling the portions which the various levels of government provide to libraries to 20 percent federal funding, 50 percent state, and 30 percent local.

The proposed 20, 50, 30 formula is designed to reflect the degree of fiscal and administrative commitment NCLIS believes is required to achieve the quality of public library services commensurate with the needs of a modern society.

The NCLIS report's analysis of fiscal factors led them to support the following general conclusions:

"1. State and local expenditure for public libraries is extremely small relative to spending for other domestic services and has been growing more slowly than the state-local sector generally.

"2. Until its recent curtailment the Federal Library Services and Con-

ferent materials, some library buildings constructed at the turn of the century are overcrowded, inadequate to meet present-day library needs, and often inaccessible to an increasing segment of our population — the elderly and the handicapped. Of the 325 public libraries in Minnesota, only 143 were accessible to handicapped persons in 1977. A federal law requires public buildings to be accessible to the handicapped by June, 1980. Further, as the population shifts from rural to urban and from core-city to suburban ring, new library buildings may be required.

However, money for construction or renovation of public libraries, formerly provided through federal funding under the LSCA, has not been available since 1973, when Congress failed to make appropriations for that portion of the Act. Thus, library building and remodeling efforts now have to be financed entirely by local governments. Since the cost per square foot for public libraries has escalated from a national average of \$29.79 in 1971 to \$50.56 six years later, municipalities have been slow to undertake building programs without state or federal aid. Fifty percent of the state's public libraries are located in communities under 10,000, and these towns are hesitant to undertake construction at such high cost.

Lack of Private Funding — Not since the Carnegie era has the private sector given more than limited financial support to public libraries, and what contributions there are have usually been earmarked for specific local libraries. Foundations do not

money can be counted upon in the foreseeable future.

Dependence on the Local Property Tax — Within Minnesota, individual municipality financial support for public libraries varied from 32 cents to over \$15 per capita in 1977. As stated earlier, in 1973 the Legislature repealed tax limitations on county levies for libraries but retained the levy limitation for city libraries. Governmental officials are attuned to their constituents' implicit or explicit concerns about tax levels. Trying to take the line on property taxes has been a concern of both state and local officials in Minnesota for several years — a concern that may seem more immediate with the passage of California's Proposition 13. These real or subjectively determined funding limits, as well as inflation, have made it difficult for libraries to maintain previous levels of service.

Unequal Resources — With interlibrary cooperation, a local library card entitles the patron to information and materials without regard to city, county or regional boundaries. However, only a minimal local effort is required for a library to be eligible for state aid. As the law now stands, local contributions cannot decrease but need not keep pace either with inflation or with increased demands for costly services. While the newer systems face the problem of building up their collections, well-established libraries feel the effects of increased use while that is happening.

Public Attitudes — Because of the ease and flexibility that a regional system

FIGURE 6
LIBRARY SYSTEM STATISTICS FOR CALENDAR YEAR 1977

Library System	1970 Population	Area in sq. mi.	Pop. Density per sq. mi.	Number of Libraries	STAFF (FTE)		Total Materials	Circulation	Circ. per cap.	Lent	Est. Inter-library Loans			Receipts				Operating Expenditures				Expenditures Per Capita	
					Total	Prof.					Total	OPIC	MINITEX	City/County		State/Fed	Other	Total	Personnel	Materials	Mkt. Per Cap.		Total Oper. Expen.
CONSOLIDATED REGIONAL LIBRARIES—Totals																							
Crow River Regional Library	76,559	1,890	40.5	13	27.7	3.9	189,975	420,647	5.4	25	1,805	1,651	146	222,494	105,452	31,362	359,310	235,825	64,446	84	351,638	4.59	
East Central Regional Library	83,894	5,191	16.1	9	22.9	3.0	138,378	380,226	4.5	2	2,802	1,624	677	184,624	131,688	33,495	329,807	204,227	38,107	45	292,112	3.48	
Great River Regional Library	206,787	4,912	42.0	20	45.5	8.5	223,530	737,249	3.6	19	952	1,021	407	545	542,071	104,871	26,240	673,182	473,872	135,118	45	735,558	3.48
Killebuck Regional Library	67,755	5,046	13.4	8	23.2	3.0	78,435	278,889	4.1	38	3,084	3,028	56	105,344	41,719	31,304	271,621	185,708	25,967	38	271,621	4.00	
Lake Agency Regional Library	112,016	5,238	21.3	11	30.1	5.0	212,345	579,150	5.2	78	1,326	1,089	54	379,879	166,303	39,802	585,984	381,839	108,700	97	574,995	5.13	
Northwest Regional Library	50,136	5,642	8.8	7	17.2	1.0	96,198	242,695	4.8	700	2,407	1,852	555	113,241	94,817	6,264	214,324	134,347	40,828	81	218,945	4.20	
Western Plains Library System	31,146	1,337	23.2	8	15.9	1.0	90,719	171,747	5.5	12	944	894	40	181,108	20,000	11,053	210,176	122,188	44,926	141	207,001	6.64	
FEDERATED LIBRARY SYSTEMS — Totals																							
Arrowhead Library System	306,208	17,416	17.5	32	137.8	15.0	467,554	2,670,724	8.7	39	4,097	3,210	719	1,842,976	1,080,490	111,628	2,135,144	1,432,525	516,795	148	2,172,997	7.09	
Metropolitan Library Service Agency	1,871,613	2,819	663.9	90	1,290.0	257.3	2,284,157	13,285,632	7.1	23,494	23,440	3,230	18,134,471	1,090,198	1,075,215	20,899,349	13,973,324	2,908,400	55	19,974,188	10.67		
Pine Creek Library System	94,640	4,177	22.5	16	37.6	6.5	237,402	509,556	5.4	10	2,030	807	790	461,380	166,241	56,435	624,262	330,631	118,253	125	585,970	6.23	
Southwestern Libraries Cooperating	341,922	4,885	69.9	28	128.5	23.5	718,725	2,110,026	6.1	59	5,801	2,346	1,949	1,795,934	279,037	91,071	2,165,502	1,239,364	391,485	134	2,160,157	6.31	
Township of Sioux Library System	208,744	4,462	46.7	39	103.7	16.2	529,788	1,345,765	6.4	6	2,269	1,497	778	843,338	206,847	150,424	1,161,739	783,784	232,581	111	1,265,023	6.06	
Viking Library System	93,206	3,716	25.0	10	23.2	5.4	158,868	379,558	4.07					281,890	281,107	13,120	583,900	175,440	109,771	117	349,895	3.75	
UNAFFILIATED LIBRARIES																							
	89,056			33	32.7	1.3	413,719	575,276	6.4	86				352,771		22,485	375,560	220,142	92,966	1.03	376,408	4.22	
STATEWIDE TOTALS																							
On the basis of population served	3,633,102	66,731	54.4	325	1,775.0	350.6	11,339,371	23,687,162	6.5	24,444	50,525	18,454	9,539	23,460,989	2,808,770	1,740,950	29,979,860	19,858,296	4,827,413	1.32	29,528,728	8.13	
Observed	177,967																						
Total Population — 1970 Census	3,805,969																						
* Number reduced to 129,483 by 8/7/70																							
														Number of Staffed Public Library Buildings		325							
														Number of Public Library Administrative Units		146							
														Number of Science/Reference Collections in Jails, Nursing Homes, Hospitals, Fire Stations, etc.		425							
														Number of Science/Reference Collections in Jails, Nursing Homes, Hospitals, Fire Stations, etc.		41							
														Number of Bookmobiles		1							
														Number of Public Library Staff (full-time equivalent) in Minnesota		1,775							

* Number reduced to 139,461 by 1978

Number of Staffed Public Library Buildings

Number of Public Library Administrative Units

Number of Counties (Majority collections in State, Nursing Homes, Hospitals, Field Stations, etc.)

Number of Bookmobiles

Number of Public Library Staff (Full-time equivalent) in Minnesota

225

225

225

41

1,775

struction Act (LSCA) has been financing about 7 percent of state-local library expenditure for public libraries.

"3. Notwithstanding a new Federal Initiative under the so-called Library Partnership Act, there may be little likelihood that substantial Federal library aid will be forthcoming in the foreseeable future. Pressure should be maintained, however, to ensure that the Federal government retains responsibility for a fiscal role designed to further stimulate the states to increase their support for expanded local public library services.

"At the minimum, the Federal government should provide funds for research and demonstration grants for innovative projects, the expansion of the interlibrary cooperation program, and the expansion of data gathering and research functions.

"4. LSCA has been instrumental in encouraging some growth in state government participation in library financing, but the level of fiscal response in most states is inadequate.

"5. Library financing, then, falls almost entirely on the local level and therefore is subject to the exigencies of increasing local fiscal problems and financing disparities.

"6. State governments have been moving toward a more productive and economy-sensitive revenue structure.

"7. With few exceptions, states have the fiscal capacity to pick up any slack resulting from curtailment of Federal library aid and, indeed, to increase their participation in library financing.

"8. A substantial shift in library financing from the local to the state

structure for the financing and delivery of library services. Steps should be taken to develop means for areawide financing.

pressure," taking into account a state's current fiscal effort and the trend of that effort over time. Minnesota is in the "high and rising" group, ranking sixth from the

The proposed 20, 50, 30 formula is designed to reflect the degree of fiscal and administrative commitment NCLIS believes is required to achieve the quality of public library services commensurate with the needs of a modern society.

Organizationally, the library functions should be brought into the mainstream of the local political structure."³

NCLIS' formula is not a rigid one and could be implemented in stages over a period of time. The authors recognize that the plan may be visionary, that "it is intended, however, as a broad outline representative of the key features of an alternative funding system which accords with the scope, content and quality of the public library program envisioned in this report."⁴

On April 12, 1975, the State Board of Education approved the following policy for determining state funding for public libraries:

"That the State Board of Education include in its 1977 (and subsequent) legislative programs appropriate steps to bring the state's share of funding of public library service to the same level as the state's

top, which indicates that, compared to other states, Minnesota taxpayers are already high on the index in paying for their own needs. However, Figure 5, which ranked states according to the amount each provides out of state funds for support of public libraries, puts Minnesota fourteenth at 52 cents per capita. Thus, while the state has mandated the expansion of library services, the financial burden falls on the local property tax—which the state also limits.

What should the various levels of government pay to support the expanding network of public libraries? This publication has included a brief history of public libraries in Minnesota and a discussion of present library services and funding. Now the pros and cons of any changed funding pattern and its attendant effects must be explored, by both citizens and the Legislature.



"While libraries have few outright enemies, they have lots of lukewarm friends."

level (at least 50 percent of the non-Federal cost) would raise the general level of library expenditures and at the same time help eliminate inter-local disparities in the provision of library services.

"9. At the local level there is a need to strengthen the organizational

share of the funding of the public elementary and secondary education system."⁵ This would approximate the percentage suggested by NCLIS.

A study by the Advisory Commission on Intergovernmental Relations⁶ measured states according to their "fiscal blood

DEFINITION OF TERMS

BASIC SYSTEMS SERVICES: Services offered by all regional public libraries

communication exchange. A program in which academic, public, governmental, and institutional libraries in Minnesota and neighboring states share

The State Board of Education approved including in its legislative programs "appropriate steps to bring the state's share of funding of public library service to the same level as the state's share of the funding of the public elementary and secondary education system."

either directly or by contract. These services include, but are not limited to, communication among participants, resource sharing, delivery of materials, reciprocal borrowing and cooperative reference service.

CONSOLIDATED REGIONAL LIBRARY SYSTEM: A regional system in which member libraries operate under a single board and a central administration.

EARC: The acronym for "Equalization Aid Review Committee," made up of the Commissioners of the Departments of Education, Revenue and Administration. Created by the Legislature to determine annually "adjusted valuations" which reflect more accurately true valuation of property for use in determining levels of local support for school districts.

FEDERATED REGIONAL LIBRARY SYSTEM: A regional system in which individual libraries contract for cooperative services and retain considerable local autonomy.

LOCAL PROPERTY TAXES: Includes both municipal and county taxes. (Counties may levy taxes for library support on taxable property not already taxed for that purpose. A municipality which maintains a public library is exempted from the county levy. A county board may contract with a city library to make services available to unserved county residents.)

LSCA: Library Service and Construction Act. Federal law enacted to assist the states in the extension and improvement of public library services, to provide funds for library construction, to strengthen state library administrative agencies, and to promote interlibrary cooperation among all types of libraries.

MINITEX: Minnesota Interlibrary Tele-

resources, cooperatively catalog material and access materials.

NETWORK: Two or more library systems engaged in a common pattern of information exchange using new technologies, e.g., computers, teletypewriters, data banks.

OPLIC: Office of Public Libraries and Interlibrary Cooperation, the unit of the Minnesota Department of Education concerned with public libraries.

PUBLIC LIBRARY: Any library that

provides free access to all residents of a city or county without discrimination and receives at least half of its financial support from public funds.

RECIPROCAL BORROWING: System-wide borrowing rights for library users and/or system-to-system arrangements.

REFERENCE BACK-UP: A system whereby a properly trained staff person (generally in a large library) can find the answer to a patron's question, wherever it may be.

REGIONAL LIBRARY SYSTEM: A multi-county public library service agency that provides free access to all residents of the region without discrimination. Can be federated or consolidated.

STATE AID: Money for libraries in the biennial legislative appropriation to the Minnesota Department of Education.

UNAFFILIATED LIBRARIES: Public libraries in small cities (all except four are in cities of under 4,000 population) which have not yet agreed to participate in a regional library system.

Compared to other states, Minnesota taxpayers are high on the index in paying for their own needs. However, Figure 5 put Minnesota fourteenth (among states) at 52 cents per capita. Thus, while the state has mandated the expansion of library services, the financial burden falls on the local property tax—which the state also limits.

FOOTNOTES

- "Minnesota Long Range Plan for Library Service." MINNESOTA LIBRARIES, Winter, 1976-77.
- Ibid.
- "Report of the State Auditor of Minnesota on the Revenues, Expenditures and Debts of Local Governments in Minnesota for fiscal year July 1, 1976 - June 30, 1977." June, 1978, pp. 22 and 50.
- BOWKER ANNUAL OF LIBRARY AND BOOK TRADE INFORMATION New York: Bowker 1977, p. 335 & PUBLISHERS' WEEKLY, February 20, 1978, p. 69.
- ALTERNATIVES FOR FINANCING THE PUBLIC LIBRARY, NCLIS, U.S. Government Printing Office, Stock Number 5203-00044, May, 1974.
- Ibid.
- "Minnesota Long Range Plan for Library Service." op.cit. quoted in IMPROVING STATE AID TO PUBLIC LIBRARIES, prepared for the Urban Libraries Council by Government Studies and Systems, Inc. Philadelphia, 1977, p. 46.

Unless noted otherwise, all statistics have been provided by the Office of Public Libraries, 301 Hanover Building, 480 Cedar, St. Paul, Minnesota.

DOCUMENTATION AND RESOURCES FOR ADDITIONAL STUDY

The following can be obtained from your local or regional library.

1. Your regional library's annual report.
2. Your regional library's long range plan.
3. **MINNESOTA PUBLIC LIBRARY TRUSTEES HANDBOOK.** Office of Public Libraries and Interlibrary Cooperation, Department of Education, 301 Hanover Building, St. Paul, MN 55101, 1977.
4. "Public Library Goals," **MINNESOTA LIBRARIES.** Autumn, 1976, pp. 67-74.
5. "Minnesota Long Range Plan for Library Service, 1977," **MINNESOTA LIBRARIES.** Winter, 1976-77, pp. 101-126.
6. "Minnesota Public Library Statistics, 1976," **MINNESOTA LIBRARIES.** Spring, 1977, pp. 131-157.
7. **ANNUAL REPORT 1975-76.** National Commission on Libraries and Information Science, US Government Printing Office, Stock No. 052-003-00324-4.
8. **IMPROVING STATE AID TO PUBLIC LIBRARIES.** National Commission on Libraries and Information Science, US Government Printing Office, Stock No. 052-003-00325-2.
9. **ALTERNATIVES FOR FINANCING THE PUBLIC LIBRARY.** National Commission on Libraries and Information Science, 1974, US Government Printing Office, Stock No. 52-03-00044.
10. "A Strategy for Improving State Fiscal Support for Public Libraries, Conclusions and Recommendations," **IMPROVING STATE AID TO PUBLIC LIBRARIES.** Government Studies and Systems, Inc., 3401 Market St., Philadelphia, PA 19107, January, 1977.

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LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102 PHONE: (612) 224-5445

Prepared by the League of Women Voters of Minnesota.

Published by the League of Women Voters Education Fund and made possible by grants from the St. Paul Foundation, the First National Bank of St. Paul, the Northwestern National Bank of St. Paul, the St. Paul Companies, the Dayton Hudson Foundation, B. Dalton Bookseller, Dayton's Dayton Hudson Properties, J. B. Hudson, Target Stores and Team Electronics.



LEAGUE OF WOMEN VOTERS OF MINNESOTA

555 WABASHA • ST. PAUL, MINNESOTA 55102

PHONE: (612) 224-5445

MEMO

TO: Emily

FROM: Helene

SUBJECT: Lib. Fund.

DATE: 1/3/78

Have we made any proposals
to get \$ for the lib. study?
We should be doing that right now.
How about the Hill Foundation —
like immediately?

Why are we waiting to form our
advisory comm. or whatever we're
calling it — honorary Bd? I'm told that

Russ Ewald and Emily Staples
are the ones who know
where all the money is and
how to get it.

We need to evaluate our
Development efforts, so we can
defend what we're doing when
the budget is discussed at
Council.

I guess we need
lines or something, we
have to show for so
much time and \$.

Finer time
have so
much talk

JAN 16 1978

CHAPTER II:11.00 PUBLIC LIBRARY EXTENSION

11.1 GENERAL

The responsibilities of the Public Library Extension and Public Library Development Unit of the Library Section of the Department of Education include advice, guidance and encouragement to local citizens, public officials and library officials in the establishment, development and improvement of library service including construction of library buildings; provision of interim public library service to people in the state who have no public libraries; supplementary and specialized reference service to local public libraries; and the publication of materials helpful in carrying out these responsibilities. Since 1957 the responsibility has included administration of the state's public library development program under federal legislation (Library Services and Construction Act of 1964 and prior Acts)

11.2 ADMINISTRATIVE RULES GOVERNING LIBRARY AID PROGRAM.

The following principles and factors govern the granting of Public Library Aid by the State Board of Education.

NOTE: There are two public library aid programs which (1) provide funds for the establishment and improvement of public library service, and (2) provide funds to assist with the construction of public library facilities. The two programs are subject to entirely different regulations and policies.

Section I: Grants of Aid for Public Library Services

a. Library Services and Construction Act: Title I SERVICES

(1) The aid fund must be used for public library services only.

(2) The aid funds may be used only in the areas where there is no public library service or where such service is inadequate.

(3) The "Services" aid funds may not be used for the purchase of land or the construction of buildings. (There are other aid funds for construction, under Title II.)

(4) The aid funds must be spent under supervision of the Library Division of the State Department of Education; the application must specify the purposes for which the aid funds will be used and they must be used for the purpose granted.

(5) The use of aid funds must be reported to the Library Division of the Department of Education in such a way that it can be determined that the grant was spent for the purposes for which given.

(6) If funds are not spent for the purposes for which granted, the State Board of Education must withhold grants.

(7) Local funds available for public library service in the area must at least equal public library expenditures in the area in 1963.

b. Minnesota State Plan for Public Library Service Provisions:

(1) The area to be served by the library system

receiving aid must include one or more counties, or have a population of 50,000 or more.

(2) The library system to receive aid must have a legally constituted and appointed library board.

(3) The plan of library service proposed for the system must meet minimum standards of personnel, services, book-stock, and equipment.

(4) The library system must be under the direction of a fully qualified professional librarian.

c. Legal Provisions of Minnesota State Aid Law

(1) There must be a minimum one-mill tax levy assessed against the entire area to be served by the library system.

(2) The application must include a description of rural areas to be served; the number and distribution of the population; an economical and practical plan for the development of public library services; an estimate of the amount of financial assistance necessary to put the plan of service into effect; and a statement of the ability of the area to finance operations out of public funds raised by taxes on the area served.

d. Priorities for Granting of Rural Library Aid. The following priorities are adopted by the State Board of Education as governing the granting of aid funds:

(1) The practicality and economy of the plan, including the potentiality of the area for continuing the operation of service after the aid program ends.

(2) The number of persons which the proposed library system will serve, the proportion now unserved, and the proportion now inadequately served.

(3) A higher priority will be given to library systems which serve more than one county.

(4) The economic need of the area to be benefited relative to the need of other areas making application.

(5) The date the application is received in the Department of Education.

Section II: Grants of Aid for Public Library Construction

a. Criteria for Eligibility

(1) Grants may be made for the construction of public library facilities only in places where there is no public library facility or where the existing facility is inadequate for the services being developed.

(2) All public libraries, established under law, are eligible to apply for grants.

(3) All local funds involved must be public funds in the sense that they are fully in public custody, regardless of original source.

b. Priorities Will Be Assigned Applications as Follows:

(1) First priority will be assigned to construction projects for headquarter buildings for public libraries serving 50,000 people or more.

(2) Second priority will be assigned to a branch building for a public library serving 50,000 people or more.

(3) Third priority will be assigned to a headquarters or branch building for a library which serves fewer than 50,000 people, but where the library is eligible under the program for Public Library Services aid.

(4) Fourth priority will be assigned to a library which will be a potential headquarters or branch of a county or regional library as visualized in the general Minnesota Plan for Public Library Development.

c. Amount of Grants:

(1) Grants will be for no less than \$7.00 per square foot of the building to be constructed; except that no grant may exceed one-half of the cost of the total project.

d. Criteria for Building:

(1) The building must be erected upon a site which meets the general Criteria for location and size of a library site.

(2) The building must meet the construction standards set by the State Fire Marshal's Office.

(3) The floor plan must be practical and operational from the library point of view, and be approved by the Library Section of the Department of Education.

(4) The amount and kinds of space, and the arrangement, must allow for appropriate housing of present services and as nearly as possible anticipate the needs of the near term future.

(5) One public entrance must be at ground level, without requiring steps to get into public services areas of the building, and such entrance must be arranged so that the handicapped (i.e., a person in a wheelchair) can enter without assistance.

(6) Public service areas must insofar as is practicable be all on one floor. When more than one floor is designed for library service use, such floors must be connected by a passenger elevator, usable by the handicapped.

(7) The building must have loading, delivery and other facilities appropriate and suitable to its role as a headquarters or branch in a library system which includes one or more bookmobiles.

(8) The building must be equipped with year-around air-conditioning.

(9) The construction project may not be for a library facility which is part of a building which is used in part for non-public library purposes.

(10) Projects for the enlargement of existing buildings will be considered only where the finished structure will meet all the other criteria.

e. Application:

All applications should be made on forms supplied for this purpose by the Department of Education and must meet the above requirements and any which may be added by the federal authorities.

f. Conference:

All authorities planning to submit applications should confer well in advance with the Public Library Extension Unit in order that site, plans, and financing may be reviewed and declared approvable or not approvable, before it is too late to make changes without unnecessary expense.

g. Procedure for Fair Hearing.

(1) Any library whose application has been rejected has the right to appeal if notice is given to the Public Library Extension Unit of the Department of Education within 15 calendar days of notification of rejection.

(2) The first stage of such hearing shall be before a Committee from the Library Section professional staff.

(3) If said Committee confirms the rejection, the applicant may request a hearing before a Committee of three drawn from the official Advisory Committee on Public Library Development none of whom shall be from the same Congressional District as the applicant.

(4) In the event that the second hearing confirms the rejection, final appeal may be made to the State Board of Education.

11.3 SERVICES OF THE EXTENSION LIBRARY

Section I: Book Loans to Public Libraries and School Libraries.

a. All requests must come from a library and be sent by the librarian or a staff member.

b. Books and other materials may be requested by author and title or by subject.

c. All books and other materials from the Extension Library are sent to borrower postpaid for a three-week loan period. Borrower pays return postage.

d. Libraries which wish to do so may request that, if the Extension Library does not have the material, the Extension Library will arrange for inter-library loan from another source.

Section II: Loans Directly to Individuals.

a. People who have no local public library service, or who live where the local library is open fewer than 10 hours per week, may borrow directly from the Extension Library.

b. Requests may be by title and author or by subject, and the materials sent may be kept for a three-week period. All materials are sent postpaid, and borrower pays return postage.

c. Exceptions to the three-week period are made when the book is in great demand. In such cases loans are for one week. When a book is not in great demand, and the borrower requests it, a renewal period of two weeks is allowed.

d. Individuals are limited to six books at any one time, plus pamphlets and magazine articles.

e. Magazines are not loaned, but individual copies of articles are sent out.

BARBARA NAMIE from Mankato called --

She has had the flu for ten days and is unable to be here today, for which she is extremely sorry. She sends her regrets to the committee.

She wants to be at the next meeting and offers to accept any assignment you will give her today.

She mailed their transparencies special delivery, which arrived this morning. Their presentation will lose something because she or one of her committee can't be here this morning to give their presentation -- but that can't be helped.

They used them at four of their unit meetings (about 40 people), and they were received very favorably. They did have MANY questions. There is considerable confusion about (1) structure; (2) funding -- of libraries. They found and feel we need to start on a BASIC level -- that basic facts are most important. It must be done simply.

Barbara attended the Stumpf Committee meetings in Mankato on behalf of LWV. They definitely want to know what LWV comes up with and are waiting.

January, 1977.

V

A Strategy for Improving State Fiscal
Support of Public Libraries

Conclusions and Recommendations

The basic premise of this paper is that libraries, specifically public libraries, and local schools are integral parts of the states' mandate to provide public educational services, and that therefore the pattern and level of state fiscal support for public libraries and local schools should be more closely related. It was noted that the goal was not to seek parity or equivalency in the amount of fiscal support. Rather, the goal is to show that, in terms of the present function of public libraries and the level of state support they now receive, the public library is an undervalued resource. Further, the goal is to show that a need and valid rationale exist for state use in increasing the amount of state aid for public libraries and improving the present system of state public library support.

The preceding sections have attempted to establish the basic premise by demonstrating the following major relationships between public libraries and local schools, and their respective state fiscal support systems.

1. On a national basis, public libraries are essentially supported by local government. Source of support data for 1975 indicated that local government provided 82 percent, state government provided 13 percent, and the Federal

government 5 percent. In contrast, the pattern of support for local schools is 44 percent from the states, 48 percent from local government and 8 percent from the Federal government.

2. The historical development and growth of public education and public libraries are closely parallel and represent a comparable, if not unified, response to the same societal needs for education and knowledge - in both the broadest and most specific contexts.
3. The growth of compulsory education in conjunction with economic, social and political changes and demands of a developing America led to formulation of public education as a nationwide governmental and political institution. Historically, the public library was excluded from this developing configuration and, at the community and state levels, it developed under a more passive, service orientation with a low political profile. That historical image has changed markedly in recent decades.
4. Accordingly, the constitutional and statutory bases underlying public education and public libraries are substantially dissimilar. Essentially, the basic difference is that public education is a mandated responsibility of state government supported by a state-wide, aggressive, politically based constituency. Public libraries, on the other hand, are merely authorized or permitted by state statute. New more definitive state statutes and policy bases are emerging.

5. Organizationally, the public education function is housed in a major state department with cabinet level status. The public library function, in contrast, is usually established as either a unit of the state department of education or as a separate board or commission with, more often than not, only illusory access to the governor or the chief state education officer. Nonetheless, there are an increasing number of organizational and operational relationships between the two functions.
6. The courts in numerous decisions have reaffirmed clearly and continuously over the years the basic functional and governmental relationships between public education and public libraries. They have, in fact, stated repeatedly that public libraries and public education are integrally related and that state governments have responsibilities for their joint development and maintenance.
7. New demands placed on public education along with substantial dissatisfaction with the present form and structure of educational offerings are well recognized. Alternative and expanded educational services of the future can be expected to utilize heavily the library and information services of the public library. This represents a new and expanded role for the public library and it must be prepared fiscally and functionally to meet this new societal need.

8. Presently, the public library has low priority in the array of public services provided and financed by local governments. Library expenditures requirements have not kept pace with other state-local expenditures or with inflationary pressures. Library expenditures are miniscule (less than 2 percent) compared to public education costs.
9. On a national basis, the per capita state aid for education is \$146 compared to \$.68 for public libraries. Moreover, this is an extremely wide variation in per capita library aid among the states ranging from \$.06 (Colorado) to \$1.65 (New York). Among the states in 1975, state library support ranged from 2 percent in California to more than 36 percent in Kentucky and Georgia. By comparison, state support for schools was a much more consistent and higher percentage of expenditures.
10. States vary substantially in their ability to assume new service costs and in the effort they have made to provide public library fiscal support. It is possible to measure the capacity and effort that characterize each state's fiscal situation and to rank their public library aid effort and their fiscal ability to assume additional costs. Many states, particularly those in the Northeast rank relatively high in their current expenditure effort and relatively low in their capacity to assume additional costs. On the other hand, about an equal number of states, mostly in the Southwest and Western regions rank low in their expenditure effort and high in their capacity to assume further costs.

11. Public library aid systems and subsidy formulas are crude fiscal support instruments compared to those supporting public education. The major portion of public library aid is provided through per capita, flat or discretionary grants. Only 7 percent of state-aid is provided through equalization formulas. Eleven states (excluding Hawaii) provide no state-aid. Public education aid systems are much more refined and responsive to differing local fiscal capacities and needs. In 1972, over 60 percent of school aid was provided through equalizing formulas. In addition, state aid formulas typically compensate for one or more of the following cost-related factors:

- grade level differences
- special education
- compensatory education
- bi-lingual education
- geographic cost differences
- density - sparsity factors
- declining enrollment
- capital and debt service

An early effort should be made to develop specific state-by-state guidelines which can be used by each state to improve their public library funding mechanisms.

Recommendation

The basic recommendation of this report is that a concerted nation-wide effort should be made to increase state fiscal support for the public library in closer conformity with state public education aid systems. This effort should receive the unified support of all sectors of the library community at local, state and national levels and should be addressed to state legislators, elected officials, political organizations and public interest groups. Leadership in the effort, however, should be generic to each state and each state should address the problem selectively and on an individual basis. The targets should be to increase the amount of state fiscal support and to improve the responsiveness and sensitivity of the state subsidy mechanisms to better reflect differing local public library needs and capacity to meet those needs. In each state, closer conformity with the public education subsidy system should be sought. In this effort, a major and visible emphasis should be to achieve a better balance in the inter-governmental funding of public libraries. Active support of local government officials and tax groups should be sought and utilized in the campaign. Concomitantly, librarians, local and state library boards, commissions and advisory boards should deliberately seek to establish closer planning, operating relationships and joint service agreements with public education groups, officials and institutions. A major objective here is to expand the utilization of public library services as an integral part of life-long learning

and expanded learning opportunities for adults and children. All of this activity should represent a high priority issue in the up-coming state conferences and the White House Conferences scheduled for 1978. This report can be used to provide the rationale and much of the data base for use in this nationwide effort.

From a national perspective, the states represent targets of differing priority in terms of (1) their overall fiscal capacity and (2) their present support of local libraries. The "fiscal blood pressure" index described earlier (Table 4) and the per capita state-aid for public libraries presented in Table 5, provide the means to develop a composite measure of these two factors.

Tables 7 and 8 provide a comparative priority ranking of states reflecting both of the above identified factors. States which have a low "fiscal blood pressure", indicating unused fiscal capacity, are ranked low (Col. 1 of Table 7). Similarly, states which provide relatively small per capita amounts of aid for local libraries also receive a low rank. (Col. 2 of Table 7). The sum of these individual rankings thus provides the basis for a composite rank which indicates both need and capacity for increasing aid to local libraries. Tennessee, for example, has a low rank in the capacity index, provides no aid to local libraries, and, therefore, ranks #1 (Col. 4, Table 7) among states in terms of both need and capacity to increase aid to local libraries. New York, on the other hand, is

Priority Ranking of States Reflecting Both Fiscal capacity and Need to Increase
Fiscal Support for Public Libraries
(#1 = Top Priority)

	1 Rank By Capacity Index	2 Rank By Library Aid Index	3 Composite Index	4 Priority Rank to Improve Library Aid
UNITED STATES				
ALABAMA	10	18	28	11
ALASKA	4	21	25	8
ARIZONA	29	NA	NA	NA
ARKANSAS	6	17	23	6
CALIFORNIA	45	8	53	26
COLORADO	28	1	29	12
CONNECTICUT	36	14	50	24
DELAWARE	30	NA	NA	NA
DIST. OF COLUMBIA	NA	NA	NA	NA
FLORIDA	7	NA	NA	NA
GEORGIA	13	34	47	21
HAWAII	43	*	43	18
IDAHO	15	25	40	16
ILLINOIS	38	30	68	31
INDIANA	31	*	31	14
IOWA	25	22	47	21
KANSAS	24	16	40	16
KENTUCKY	17	29	46	20
LOUISIANA	19	6	25	8
MAINE	46	5	51	25
MARYLAND	41	32	73	34
MASSACHUSETTS	49	26	75	35
MICHIGAN	42	22	64	28
MINNESOTA	44	23	67	30
MISSISSIPPI	34	22	56	27
MISSOURI	21	16	37	15
MONTANA	18	11	29	12
NEBRASKA	12	10	22	5
NEVADA	11	16	27	10
NEW HAMPSHIRE	1	NA	NA	NA
NEW JERSEY	37	33	70	32
NEW MEXICO	23	3	26	9
NEW YORK	50	35	85	37
NORTH CAROLINA	20	28	48	22
NORTH DAKOTA	9	21	30	13
OHIO	16	12	28	11
OKLAHOMA	2	NA	NA	NA
OREGON	22	2	24	7
PENNSYLVANIA	39	27	66	29
RHODE ISLAND	47	31	78	36
SOUTH CAROLINA	32	19	51	25
SOUTH DAKOTA	14	*	14	3
TENNESSEE	3	*	3	1
TEXAS	8	13	21	4
UTAH	33	4	37	15
VERMONT	40	9	49	23
VIRGINIA	27	15	42	17
WASHINGTON	35	7	42	17
WEST VIRGINIA	26	18	44	19
WISCONSIN	48	24	72	33
WYOMING	5	*	5	2
PUERTO RICO				

Source: See footnote Table 8.

State aid System

NA - Not Available

TABLE 8

List of States in Priority Ranking Reflecting Both
Fiscal Capacity and Need to Increase Aid to Public Libraries

1. Tennessee*	18. Hawaii*
2. Wyoming*	19. West Virginia
3. South Dakota*	20. Kentucky
4. Texas**	21. Georgia
5. Nebraska**	21. Iowa**
6. Arkansas**	22. North Carolina
7. Oregon*	23. Vermont*
8. Alaska	24. Connecticut**
8. Louisiana*	25. Maine
9. New Mexico**	25. South Carolina
10. Nevada**	26. California**
11. Alabama**	27. Mississippi
11. Ohio**	28. Michigan
12. Colorado ¹	29. Pennsylvania
12. Montana*	30. Minnesota
13. North Dakota*	31. Illinois
14. Indiana*	32. New Jersey
15. Missouri**	33. Wisconsin
15. Utah*	34. Maryland
16. Idaho**	35. Massachusetts
16. Kansas**	36. Rhode Island
17. Virginia	37. New York
17. Washington**	

*No state-aid system, or state-aid is 100 percent Federal funds.

**State-aid is 50 percent or more Federal funds.

Data Not Available - Arizona, Delaware, Florida, New Hampshire,
Oklahoma.

Source and Methodological Note for Table 7 and 8

This priority ranking was derived from the data presented in tables 4 and 5. States were ranked by capacity index (Col. 1, table 7) according to the numerator of their "fiscal pressure" index shown on table 4. Where states had the same value, the "index of change in expenditures from 1964-1974 ("fiscal pressure" denominator) was used to refine the ranking. The library aid index ranking (Col. 2, table 7) is based on the per capita library aid for each state shown on table 5. All states which distributed neither Federal nor state funds to public libraries are ranked as "0". The composite index (Col. 3, table 7) is the sum of the two separate rankings. The priority rank to improve library aid (Col. 4, table 7) is a ranking of the composite value shown in Col. 3, table 7. E.g., Tennessee has maximum capacity to increase state expenditures and provides no state-aid for public libraries; therefore this state is #1 in a priority ranking to improve its library aid system.

highest among the states in "fiscal blood pressure", provides the highest per capita library aid and, therefore, ranks at the other end of the priority listing of states in terms of relative need to increase local library aid. Table 8 lists the states according to the composite ranking derived as described above.

It should be emphasized in using these rankings that they are relative. With \$1.65 as the top per capita state-aid amount for local libraries, and with the great majority of states below a \$1.00 per capita state aid amount, no state can assume its aid program is fully adequate. Moreover, the state-aid figures used in this analysis include Federal funds distributed to local libraries through the state. Collectively, Federal funds represent 27 percent of the total state-aid distributed to local libraries. As indicated on Tables 7 and 8, five states have no state-aid system whatsoever, and six other states (excluding Hawaii, which has a unified state system) distribute only Federal funds to local libraries. In fourteen other states, the state-aid to local libraries is made up of 50 percent or more Federal funds. Thus, in 25 states, state-aid to local libraries either does not exist, or it is largely supported by Federal funds. All of these states are separately identified on Table 8. Clearly, regardless of ranking, these states represent top priority targets in the effort to improve state fiscal support of public libraries.

These priority ranking and descriptive tables are prepared as reference materials for individual state use in planning and implementing the effort to improve their library aid system. Comparative ranking of states can also be used effectively to demonstrate to state legislators, elected officials and interest groups that their state has the capacity and the need to improve their public library aid system. The general objective is to increase the amount of state aid as well as to increase the amount provided under equalization formulas. Table 6 (Page 54) shows for each state the amount of library aid in 1975 and the percentage of that amount, by type of aid provided. General characteristics of both public library and public school aid systems are provided in the Appendices C and D.

The Minnesota League of Women Voters, at its May convention, voted to study "financing of public libraries". Minnesotans, like the rest of the nation, have seen library administrators (Minneapolis, St. Paul and Moorhead public libraries) cutting hours of service, book budgets and staff. Librarians and many of their patrons consider this a crisis situation. Although public libraries are counted as beneficial to a community, they hold a lower priority during budget time.

And libraries cost more today. Patrons increasingly use libraries as information sources, not simply as suppliers of recreational materials. Furthermore, these resources must be varied, numerous and current. In addition, librarians have come to believe that libraries must also become resources for non-print materials i.e. phonograph records, framed art prints, 8 mm and 16 mm films and other media. The costs of these items have made their impact on library budgets. The necessity for libraries to rely on automation to control their collections has led them to use computers and because of increasing per item costs to install security and protection systems.

For some months now, a joint Senate/House sub-committee of the Minnesota legislature has been holding hearings throughout the state to get acquainted with the library resources in Minnesota. Their recommendations to the 1978 legislative session will probably have some resounding effects on library funding and policies, as well as coordination among systems.

The US Congress came up with its own response to library problems by appropriating funds for the 50 states based on the Governor's Conferences to be held in 1978 which will be followed by a White House Conference on libraries in 1979. This was not a complete victory for the library forces, for at the same time they neglected to renew the basic Library Services and Construction Act.

HOW PUBLIC LIBRARIES ARE FUNDED NOW:

graph Our public libraries are one of the last bastions of local funding and control. Locally provided funds, usually from county and city property taxes, provide from 88% to 96% of the monies with some miscellaneous sources such as fines, fees and gifts providing about 3%. Federal aid and State aid round out the budgets. Such money as does come from the federal and state governments is processed through the State of Minnesota Department of Education, administered by UPLIC (Office of Public Libraries and Inter-Library Cooperation).

Fed. comp Local government efforts to provide library services vary widely, from 18 without county-wide service in Minnesota to great interest and contributions in others. Dollar amounts spent, per capita cost, amounts of assessed valuation, books owned per capita, and other variables, including indirect receipts paid by cities or counties (but not included in library budgets i.e. heat, lights, snow removal, space in government-owned facilities) will make it difficult to find consistent answers to evaluate local efforts.

Other factors influencing the current costs and quality of library services available include the maturity of the established systems, the type of community (old, well-established vs. new, fast growing) population density, transportation facilities, settlement patterns, proximity to high educational institutions and other sociological and economic characteristics.

Recent figures from OPLIC indicate that 96.36% of the population of the state is served by public libraries--most of them by regional systems at a per capita cost of \$7.33 in 1976. There are 13 regional systems in Minnesota today, and while local libraries in these systems are largely products of local opinion, the regional library system is one of the best examples of cooperation and coordination among local units.

*St. has
chosen
regional route.*

Some regional systems are consolidated, operating more or less as a single library. Individual city and county libraries become "branches" of the regional library and are governed by a regional board whose members represent the participating areas. There is a central library administration which provides service to the entire area. They are

Northwest Regional Library Thief River Falls - HQ
6 branches serving 4 counties

Kitchigami Regional Library Pine River - HQ
7 branches serving 4 counties

Lake Agassiz Regional Library Moorhead - HQ
10 branches serving 4 counties

Great River Regional Library St. Cloud - HQ
19 branches serving 6 counties

Crow River Regional Library Willmar - HQ
12 branches serving 3 counties

East Central Regional Library Cambridge - HQ
8 branches serving 6 counties

Other systems are federated. Individual city and county libraries become members of the regional "system" with each member keeping local control. The board members are representative of their areas and act in behalf of them. The system primarily provides services to member libraries and administers cooperative programs of mutual benefit. They are

Arrowhead Library System Virginia - HQ
32 member & branch libraries serving 7 counties

Traverse des Sioux Library System Mankato-HQ
31 member & 1 branch libraries (including one 2-county & one 3-county consolidated system, serving 8 counties)

Viking Library System Fergus Falls
10 member libraries including 4 counties

Plum Creek Library System Worthington - HQ
13 member & branch libraries serving 5 counties

Southeastern Libraries Cooperating Rochester -HQ
23 member & branch libraries serving 8 counties

Metropolitan Library Service Agency St. Paul - HQ
88 member & branch libraries serving 7 counties

Western Plains Library System
2 counties and 4 city libraries

MELSA

The Metropolitan Library Service Agency (MELSA), organized under the Joint Powers Act in 1969, is a working model of a federated system. It is governed by a nine member board of trustees with one vote per member. Each library system appoints one member for a three year term. Members are the city libraries of Minneapolis and St. Paul and the county libraries of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington. Associate members are the Anoka (city), Bayport, Columbia Heights, Forest Lake, South St. Paul and Stillwater libraries. Associates hold a common contract with their county library specifying which services they will receive and what cooperation with the county library is expected. One unaffiliated library remains in the region - Newport located in Washington county.

The MELSA area represents the largest segment of the state's population (1.8 million in 1976) Spending on public libraries in the MELSA region is the highest in Minnesota, probably reflecting its urban valuation and population. The metro area is the 16th largest market in the United States. 43% of the total population has had college exposure. 50% of the metropolitans are youthful (30% are under age 18).

In 1976 MELSA operated on a yearly budget of \$18,092,449. 90% came from local millage rates which varied from 2/3 to 2 1/2 mills. Per capita costs ranged from \$2.37 to \$11.31 in 1976 with an average of \$8.40 per capita. \$739,198 came from OPLIC. Reimbursement to member libraries for reciprocal borrowing, reference question services and inter-library loans account for 74.1% of MELSA funds. 8.8% is allocated to administrative costs and 17.1% of the funding is MELSA wide services such as delivery service between libraries, joint public relations programs and staff training workshops, summer reading programs, a rotating collection of 16 mm films and development of a video tape collection.

State aid is provided in the following way: An appropriation is made from the state legislature. OPLIC then estimates the amount which will be received from the Federal Government. This is the sum available for library usage. From this amount is subtracted

1. The LSCA mandated grants (Department of Corrections Libraries, Department of Welfare Libraries and the Library Service for the Blind and Physically Handicapped)
2. the establishment grants which run for two years and are made in recognition of the extra costs of planning, developing and providing library services in counties during the first two years of participation in a regional system.
3. grants for multi-regional services such as Minitex and library service to Indian reservations which cross regional library boundaries
4. special grants these are made for innovative and developmental library studies or programs.

An attempt is made to subtract establishment, special and mandated grants from the federal funds in order to use the state appropriation for basic regional library support. In 1977 state monies were also shared with the multi-regional services. These subtractions account for 25 - 30% of the aid total.

Regional libraries then apply for the remaining amounts and the formula is applied. The current formula allots 60% of available funds on the basis of population, 25% on EARC valuation and 15% on area. Population is based on each system's proportion of the total population in the 13 eligible systems. Area is based on each system's proportion of the total area in the 13 systems and valuation is divided among the 13 systems based on the inverse of the adjusted assessed valuation (those having the lowest valuation getting the greater amounts).

This formula has been criticized as being too arbitrary and also because it does not take into account the goals of libraries to develop collections and staff and availability. The State Board of Education requested studies be made and a new formula be recommended.

An interim formula now being promoted by OPLIC would retain the 60% population and 15% area figures, but valuation would be implemented in 2 portions. First each system would receive an equal amount, sometimes called "up-front" money. Second, an amount is calculated to provide an "equalized valuation"--that is prorated to benefit areas of lower valuation. This formula is meant to be used for this legislative session with another formula which will build on this one being used for the 1979 session.

A HISTORY OF FUNDING OF PUBLIC LIBRARIES IN MINNESOTA

The Minnesota Plan under the Library Services Act (LSA) for the establishment and improvement of library services in rural areas was written and submitted to the State Board of Education in November of 1956.

One of the principle basic documents for the initial state plan was the Beale recommendations, which recommended multi-county regional libraries. The Beale recommendations did not draw regional boundaries for Minnesota. The Plan is basically simple, direct, and broad in its concept, thereby allowing the flexibility to do just about anything possible about rural library service. Its flexibility is one of its greatest virtues, perhaps the greatest. For when the Library Services Act, which had been rurally oriented from 1956, became the Library Services Act in 1964, with general public library orientation and without population restrictions, the Plan required only editing to eliminate the rural orientation. Its principles were really applicable to all public libraries.

When the Minnesota Legislature began its 1957 session, one of the first bills introduced was one providing for state-aid to public libraries to be used to match federal LSA funds. Passage of Minnesota's first state aid to public libraries took place in the spring of 1957. The bill was in the amount of \$250,000 a year of the biennium, with the authority to use so much thereof as would be matched by federal LSA funds.

The first state aid, limited to the amount equaling the LSA allotment to Minnesota, became available for fiscal 1957, when the federal allotment for Minnesota was \$125,000. This meant there was a total of \$250,000, a part of which was to be spent on the administration of the program.

The word "system" has taken on so many different meanings from so many different viewpoints that it has become essential for anyone using the word to define it in terms applicable to his purpose. As used in Minnesota, a public library system is an organized group of public library service outlets, whether consolidated, federated or a combination of consolidated and federated, which serve a sufficiently large population and/or geographical area to make it feasible to deliver quality library service at a reasonable cost. This definition is also useful for academic library systems. For systems of interlibrary cooperation we are using the term networking.

Under this definition, it is obvious that Minnesota has had some public library systems for a great many years. The Minneapolis Public Library, the St. Paul Public Library the Duluth Public Library, and the Hennepin County Library were all well developed public library systems long before the state library agency (now OPLIC) began its program of using a combination of state and federal aid funds to stimulate the formation of more and better public library systems. The most meaningful development in the last fifteen years has been the development of multi-county systems of public library service. The first of these were formed in 1958 under the Joint Exercise of Powers Act (MS Section 471.59), and the law delineating details of organization and providing solutions to some of the problems of local library affiliation (MS Section 375.335) was passed by the 1959 legislature.

At the time that the Minnesota State Library Agency did its first delineation of regions to propose as appropriate combinations of counties, there were no firm or uniform multi-county regional groupings of counties to use for guidance. In developing its proposed regional groupings, the Agency used a number of demographic and economic factors along the lines developed earlier at the University of Chicago and by the writer of the Mississippi Library Survey. The validity of these 1958 proposed groupings was reinforced by the findings of the extensive regional study made by John Hoyt for the Minnesota State Planning Agency in 1969

which resulted in the official Minnesota Planning Regions promulgated by Executive Order #60 and its amendments. The few variations from the later grouping which have developed in the library regions are the results of striving for operational and economic efficiency through reduction of bookmobile mileage or through choosing to rely upon the existing stronger public library collections.

The variations from the Official Planning Regions have the approval of the state planning agency, and all future variations will be submitted to the agency, if and when they are proposed for future establishment.

Since that first beginning, the number of multi-county regional public library systems has grown steadily, so that as of 1975 there were eleven multi-county regional library systems which include 57 member counties. There were, at that time, two counties working together under a trial agreement, several other counties considering membership in one of the systems, and three counties operating single county service. Six of these regional systems are fully consolidated, operating under a single governing board and with a single unified budget. Of the others, one (MELSA) is a federated system, and the remainder are combinations of federation and consolidation. There remain twenty-five counties in Minnesota without county-wide public library service, although each has at least one public library (city or village) within its borders. However, over 85% of the state population lives in the service area of one of the regional public library systems and an additional 12% lives in a municipality served by a public library. The unserved areas of the twenty-five "unserved" counties contain less than 5% of the state's population.

condensed from "Ave Atque Vale!", Hannis S. Smith, Minnesota Libraries, V. XXIV, no 10, (Summer 1975)

EXISTING MULTI-COUNTY REGIONAL PUBLIC LIBRARY SYSTEMS

MELSA (metropolitan Library Service Agency): Consists of a federation of seven metropolitan county libraries and the two large city libraries. Governed by a Board appointed by the participating governing bodies. Receives all state aids to which region is entitled, and distributes this to participating libraries according to formulae worked out by the advisory board of library administrators and approved by the MELSA Board. Total population: 1,832,957.

Arrowhead Library System: Consists of a consolidated service to seven counties plus the federated membership of 28 local public libraries. Governing Board made up in part by appointed members from the counties, plus elected members from among the participating library boards of trustees. Each member library maintains its own staff and the rest of its budget; the System operates on a combination of county funds and state aids. It operates the bookmobiles (three), a central purchasing and processing service, and pays certain libraries for conducting specific service activities. An example of the latter is the payments to Duluth to serve as the inter-library loan and MINITEX node for the entire region. Population served: 306,200.

SELCO : (Southeastern Libraries Cooperating): An incorporated library service agency, governed by a Board with one representative from each participating library. Membership consists of seven whole counties, plus nineteen city and village libraries, many of which are in counties not yet providing county-wide service. Supported by state aid plus payments from counties for support of bookmobile service. Population served: 289,823.

Crow River Regional Library: Fully consolidated three-county system with cities of Willmar and Litchfield as partners in contract. Governing board appointed by city and county government. Operates branches and bookmobile. Supported by city and county tax levies plus state aid. Population served 77,020.

Great River Regional Library: Fully consolidated six-county system, with three local library hold-outs. Governing board appointed by the six county boards and city of St. Cloud (hq). Supported by county tax levies, St. Cloud taxes and state aid. Operates headquarters, twelve branches and three bookmobiles. Total population served: 208,173.

Kitchigami Regional Library: Fully consolidated four-county system, with three small village hold-outs. Governing board appointed by the boards of county commissioners and the cities of Bemidji and Brainerd. Supported by county and city tax levies plus state aid. Operates headquarters, seven branches and a bookmobile. Population served: 87,683.

Lake Agassiz Regional Library: Fully consolidated four-county region, plus one city library in neighbor county. Governing board appointed by City of Moorhead, plus representatives from counties and City of Breckenridge. Supported by county and city tax levies plus state aid. Operates headquarters, four branches and bookmobile. Population served: 112,016.

Northwest Regional Library: Fully consolidated three-county region with small population. Governing board appointed by City of Thief River Falls with representatives from Roseau and Red Lake Counties. Supported by city appropriation, county tax levies and state aid. Operates headquarters, four branches and a bookmobile. Population served: 30,223. Will not be large enough, even when Kittson and Marshall counties join. Larger federation with Lake Agassiz Regional Library being discussed.

LeSueur-Waseca Regional Library: Members of Traverse des Sioux Library System. Fully consolidated to serve the two counties named. Governing board consists of Waseca city Library board plus representatives from the counties. Supported by city and county tax levies. Operates headquarters, six branches and a bookmobile. Population served 37,995.

Minnesota Valley Regional Library: Members of Traverse des Sioux Library System. Fully consolidated three-county regional system. Board consists of appointees of Blue Earth, Nicollet and Sibley counties and cities of Mankato and North Mankato. Supported by city and county tax levies plus state aid. Operates headquarters, five branches and a bookmobile. Population served: 92,685.

Traverse des Sioux Library System: Federated system including the Minnesota Valley Regional Library, LeSueur-Waseca Regional Library, Martin and Watonwan County Libraries, and the city libraries of New Ulm, Springfield, Blue Earth and Winnebago. Governing board appointed by library boards or county commissioners of participating areas. Supported by state aid and payments from participants for services. Population served: 190,541

Plum Creek Library System: Federated system including Lyon, Nobles and Rock Counties and the city libraries of Redwood Falls, Mountain Lake, Fulda and Slayton. (Rural Murray County will participate as of Jan 1 1976) Governing board appointed by library boards or county commissioners of participating areas. Supported by state aid and payments from participants for services. Population served: 65,328

Return to
SB

Attention: MELSA Library Trustees and Friends

Legislation Important to Libraries

In the 1978 Session of the

Minnesota Legislature

Grants for Projects Involving Cooperation Between Public Libraries and
Public School Media Centers

Bill Numbers and Authors

S.F. 1493, Stumpf (Main author), Hughes, Staples, Ueland

H.F. (Not yet introduced in the House)

Some Facts

1. The purpose of this bill is to promote programs of cooperation between public libraries and school media centers that would result in improved services to the public and economies in providing those services.
2. The bill provides that:
 - A.) Applications for grants would be made jointly by the local school district or districts and the Board of Trustees of a public library or regional library system.
 - B.) Up to 50% of the total grants in one year may be in a single regional development district.
 - C.) Up to \$50,000 could be granted to a single program.
 - D.) The public library and school media center must be in separate physical facilities and have separate governing boards.
3. The appropriation requested is \$200,000 per year.

Some Comment

While this bill should not be seen as a substitute for more adequate funding for library services in both public schools and public libraries, it would encourage the development of programs to enable school and public libraries to improve services in both institutions more economically through cooperation.

ADDENDA TO THE AGENDA

We have received the following addenda to be included on the agenda:

ACTION - 5 minutes - Cities/Urban Crisis

DISCUSSION - 10 minutes - CETA Services

15 minutes - Conference on Citizen Participation

INFORMATION - 5 minutes - Discrimination/Abortion Results

ACTION

9. Motion: authorize Jerry Enders to utilize some of her Cities/Urban Crisis committee money to provide financial assistance to Leagues more than 70 miles distant to attend a briefing on federal funding to be held February 22nd.

Background Information

In the 1977-78 adopted budget, there is \$248 set aside for Cities/Urban Crisis committee use. There has been nothing charged to that portfolio to date. Jerry has planned a briefing on federal funding and believes it will be valuable for some of the non-metro area Leagues to attend that briefing. She would like to utilize some of her budget money for that purpose. We suggest in the motion that reimbursement be allowed for those Leagues at a greater distance than 70 miles from the metropolitan area. This could be reduced to 60 miles if you so desire. If reimbursement were provided at 10¢ per mile, there would still be more than sufficient funds to enable Jerry to complete any other Cities/Urban Crisis plans she has for this fiscal year.

DISCUSSION

8. CETA - Judy Churches called the office on Monday, January 9. She is coordinator of Hennepin County CETA services. They are developing a Youth Social Services Internship Program for young adults, ages 19 through 25. The time period would be from March through September. One of the organizations that was recommended be contacted was the League of Women Voters. I would foresee our using CETA people as legislative observers and/or research assistants. We would have one or perhaps several people available, possibly on a rotation basis. The funding for the program is entirely from the federal government. The requirements for the League would be provision of supervision, training assistance for the people, and a justifiable and complete financial accounting of all federal moneys received. It is one way for us to receive some help with the projected financial bind of fiscal year 1978-79.
9. Citizen Participation - Helene has received in the mail a letter announcing a September 28 to October 1, 1978, National State of the Arts Conference on Citizen Participation to be held in Washington, D.C. One of the co-sponsors of that conference is the League of Women Voters. The objectives of the conference are: 1) to highlight the importance of citizen participation and consider the factors that inhibit or foster same; 2) to increase knowledge of citizen participation as a field of inquiry and practice and to address major issues of theory, policy and practice; and 3) to establish agreements and plans for continued communication and coordination among interested parties. They have requested that we suggest potential participants and make suggestions concerning the substance and

format. In addition, they would like us to identify topics or questions we think should be addressed to the conference and suggest ways in which the conference format might encourage maximum conferee participation.

INFORMATION

Maggie requests time to give an oral report on the responses to the abortion discrimination issue.

Long range plan

History
Funding Sources
Definitions

Variation & threat state
Where are they

sources } how allocated
- criteria

What funds from state
Where else

History - what kind were studying
Definition - what are minimum services

Technological Developments

Significant progress has been made in recent years to utilize computers, micrographics, and telecommunications for library purposes. Most of the programs are beyond LARL's immediate financial capabilities. However, LARL must keep abreast of these technological advances, cooperate with other libraries in compiling information for data bases which can support reference and bibliographic services, and implement improved programs whenever they are practical and affordable. Such technology frequently results in greater efficiencies and/or reduced costs and should be constantly evaluated in this respect.

LARL already orders most of its books preprocessed from commercial firms which use MARC (Machine Readable Cataloging) tapes and other forms of automated technical processing services. Future possibilities in the cataloging area include but are not restricted to a microfilm catalog which is now used by the Tri-College University and OCLC (Ohio College Library Center) which will soon be used by Moorhead State University. Computers are also used by many libraries to serve as a location file for its materials, register borrowers, check out books, prepare overdue notices, handle reserves, etc.

physical facilities

Every type of library structure from the old Carnegie style to modern abstract can be an architectural or historical monument and yet an obstacle to good library services. If efficient library operations are to be provided, it is imperative that the library facilities provide adequate space and be designed specifically for the library's current and projected programs of service. They must also be aesthetically pleasing and conducive to healthy intellectual growth and development. These characteristics are equally important for new buildings and remodeling and/or repair programs. They also apply to furnishings within the buildings. Specific attention should also be directed to making all library facilities accessible to persons who are handicapped and/or infirm.

LARL supports local efforts to replace within the next five years the libraries in Ada, Barnesville, Crookston and Fosston. It further recommends that the Detroit Lakes and Moorhead facilities be expanded within the same time period.

LARL encourages the renewal of federal LSCA construction funding and the establishment of state funding programs for needed repair, construction, and/or additions to libraries. It further encourages cooperative financial agreements by LARL municipalities and/or counties to aid in such building programs.

interlibrary cooperation

LARL believes that libraries of all types (public, academic, school, special and government) must work together for stronger, more efficient programs of cooperation, resource sharing, and delivery of services. It further encourages the continued use and development of cooperative programs of service across state lines (Fargo/Moorhead, Grand Forks/East Grand Forks, Wahpeton/Breckenridge) and with neighboring regional library systems in Minnesota.

LARL further supports cooperative efforts with special libraries in the area. Since agriculture is the dominant industry in the area and since American Crystal Sugar is its major agricultural concern, LARL encourages the development and implementation of a cooperative program which will enable LARL residents to utilize the resources available through the sophisticated research facility of American Crystal Sugar. The resources of local county agents and North Dakota State University should also be utilized in a possible agriculture information network.

Adopted,
Lake Agassiz Regional Library Board of Trustees
January 15, 1977

LONG RANGE PLAN

For Library Service, 1977 - 1981

Lake Agassiz Regional Library
Headquarters - Moorhead, MN

introduction

In establishing directions for future development, the Lake Agassiz Regional Library trustees and staff have a commitment to improve the system's existing services and to assist in extending services to contiguous areas where library services are unsatisfactory or nonexistent.

We are committed to the principles that libraries are needed by people of all ages and that they are essential in a democracy. We subscribe to the Library Bill of Rights and the American Library Association's Freedom to Read Statement, and we believe that the Public Library Goals for Minnesota are appropriate guidelines to observe in the development of our regional system.

This long-range plan is our estimate of future developments with respect to the geographic area to be served and to the resources and services that will be required.

We see a need to continue and expand the existing reciprocity in library service between the Lake Agassiz system and neighboring libraries. We look with favor on any other reciprocal arrangements that can be implemented between the Lake Agassiz system and libraries in Minnesota, North Dakota, and Canadian communities.

Our estimate of future services plus the staff and resources needed to provide them will be described in more detail in other sections of this plan. This estimate is based on the following principles:

1. Equitable regional representation on the Board of Trustees that takes into account not only the governmental units involved but also the population profile, particularly as it relates to various cultural, ethnic, and economic groups.
2. A regional administration that can take advantage of the economies and efficiencies of a central system established with district prerogatives and responsive to local needs and concerns.
3. A commitment to total learning and information services; sensitivity to the growing diversity of interests among people of all ages and the needs of continuing education and job re-training; and an awareness of new opportunities for learning and information available from non-print resources.
4. Continued efforts to make effective use of all library resources including those available through schools, colleges, or universities; other public, private, or business collections; and resources available in historical, heritage or other cultural and educational centers; reciprocity agreements; development and implementation of international agreements encouraging the free flow of educational, scientific and cultural material, especially as the same would affect future cooperative programs with libraries in Manitoba, Canada.
5. Community involvement in library affairs (and greater library participation in the community) so that the services can more truly reflect user needs and respond readily to changes in those needs.
6. Directed efforts to acquaint government officials and the public with library services and facilities, administrative policies and procedures, and financial needs.
7. Continued efforts to provide a full range of library services to all minorities, and especially in this area of Minnesota, a unique commitment to the native American population and the seasonal influx of migrant labor.

We believe the future library should be the cultural and information center of our communities, inviting in appearance and furnishings, and a place where people of all ages and interests can benefit and enjoy the resources available.

We recognize that the improvement and extension of library services cannot be accomplished without substantial state and federal support. To this end we urge that long-range commitments be established at the state and federal levels so that regional libraries can plan more effectively. We also urge that this support take into account the economically and socially distressed areas where better service is most urgently needed and where the usual formulas for assistance may not be appropriate.

service area

Efficient and economical library services must be built upon minimum population levels (tax bases) and existing library strengths. Since northwestern Minnesota is a sparsely populated area with a concentration of library resources in the Fargo/Moorhead area only, it is illogical, impractical, and uneconomical to plan library services within the development region boundaries established by executive order in 1970. A long term possibility for the area is a library region which would combine development Regions I and IV plus Mahnomen County in Region II.

Three library systems presently serve sections of this geographic area. The area also includes sections which are void of public library services or have access to limited services. LARL has an obligation to extend regional library services to East Grand Forks, Mahnomen County, and the rural areas of Wilkin County at the earliest possible date. The library board should continue to assist local groups in Mahnomen and Wilkin Counties to bring about an extension of service to these areas preferably by 1977 or 1978. Since it appears that the state's criteria for eligibility for federal and state library grants might be further revised so that a priority for such grants would be a minimum economic base equal to 100,000 people, it is anticipated that the Lake Agassiz Regional Library (112,016 population) and the Northwest Regional Library (44,760 population) might merge during the five-year period included in this report. The merger of these two systems and the addition of unserved areas (the rural sections of Kittson and Wilkin Counties) plus Mahnomen County and East Grand Forks would result in a regional library serving 180,563 people in eleven counties (Becker, Clay, Kittson, Mahnomen, Marshall, Norman, Pennington, Polk, Red Lake, Roseau and Wilkin).

This long-range plan endorses the creation of such a service area. Most of the counties are in the Red River Valley where the dominant concern is agriculture and agriculture related business and industry. Many of the local communities were established about 100 years ago and have a somewhat common heritage.

The state library agency recommends that the remaining six counties in Region IV also join LARL since they lack rural library services and a concentration of major library resources. In recent months, however, the West Central Regional Library System has been formed in that area and, as of 1977, serves over 93,000 people; it has a potential service area of 105,000 people in the six counties. Since its administrative structure is incompatible with that of LARL, this long-range plan does not endorse a merger with this new system at this time. However, it does recommend close cooperation and the possibility that the West Central Regional Library System might need to contract with LARL for specified services. It also recognizes that a merger might be mutually desirable at a later date.

LARL is a consolidated library system established in 1961 and enlarged in 1967, 1974, and 1975. This long-range plan is based on the belief that a consolidated system is still the best type of library system for this area. Since LARL's current service area (5,240 square miles) and its possible eleven county service area (12,197 square miles) is larger than some states, it is imperative that strong districts or subregions continue to be improved and developed as a means of decentralizing services and administration.

Polk County presently constitutes one district while Becker, Clay, and Norman Counties and the City of Breckenridge comprise another district. District headquarters in Moorhead and Crookston will continue to supervise the library services in each district. Crookston cannot completely fill its obligations as a district headquarters until a new library facility is built there and Moorhead will require additional facilities in the near future. When regional library services are extended to East Grand Forks, Mahnomen County, and the rural areas of Wilkin County, they will be administered by the existing district headquarters.

If the five counties north of Polk County eventually join LARL, a third district could be formed with Thief River Falls as a probable district headquarters. The LARL Agreement should be rewritten at such a time to formally recognize the district arrangements. The new agreement should also establish advisory library boards in each district. Signatories would appoint members to these boards and they in turn would elect from their memberships representatives to the regional library board. The regional library board would perform the existing and customary functions of the governing board of a consolidated system. If the West Central Regional Library System should ever merge with LARL, a fourth district could be created.

File

Branch libraries (which are defined as staffed, permanent public service outlets which offer the full range or most of the services of the regional library) need to be maintained or established where population density, economic feasibility, trade area, and geographic barrier warrant such a branch. Reading centers (which are defined as staffed, permanent service outlets which contain popular adult fiction and non-fiction books, children's books, current issues of popular magazines and minimal reference resources together with access to other materials through intralibrary loan) need to be maintained or established in areas where the population density or library usage warrants a permanent service outlet but economic considerations prohibit a branch library.

Branch libraries and/or reading centers need to be established in northern Becker County (preferably by 1978) and in Moorhead (two new outlets preferably by 1980). The new service outlet in Becker County might well be designed primarily to serve the needs of the native American population. Considering the proximity of some outlets to other LARL agencies, it might be necessary to concentrate on improving the service potential of some agencies and to close other outlets. Usage patterns and economic considerations need to be carefully studied in such instances.

Book stations (paperback racks of popular high interest books, book deposits, or small collections of permanent books supplemented by popular books) are operated by volunteers or the staffs of the institutions in which they are located. They can be placed in senior citizen centers, hospitals, nursing and rest homes, apartment complexes, correctional centers, etc. The book station established at the Northwest Regional Corrections Center in Crookston in 1976 should continue to be developed as a model of such service.

Bookmobile service is utilized throughout the region, including both metropolitan and sparsely populated rural areas. Stops are scheduled on a regular basis at any logical gathering place, including town halls, churches, farms, institutions, residential complexes, shopping areas, and parks. Bookmobile service needs to be extended to the few remaining townships presently without any service and to evening and weekend hours. Funds also need to be set aside each year to enable the library to purchase replacement bookmobile units when required.

Some forms of access are not currently available to area residents. One of these services is a mail-a-book program which is used effectively in other parts of the state. It provides everyone with a catalog of popular paperbacks available from the library by mail. LARL should initiate such a program by 1979 if postal rates and/or local delivery systems permit. Local residents should also have toll free telephone access to information and materials on a regional basis by 1980. Sunday hours of opening should be provided at the Moorhead library (in cooperation with the Fargo library) and Crookston library as soon as it is economically possible.

Special Programs

LARL has an obligation to serve everyone whether they are a preschooler, businessman, farm wife, hospital patient, church circle, fire department, or county board of commissioners. Obviously it is financially impossible to provide a full range of services to everyone. But the library has an obligation to make everyone aware of its willingness to serve them and to develop collections of resources and programs of service which meet the most compelling local needs.

Weekly preschool story hour programs should be provided by every branch library and film programs should be considered whenever there is a demonstrated need. Individual libraries should also develop programs such as art exhibits or lectures by local authors which meet the needs of their communities for such programs. Storyhours, book reviews, and other types of programs should be taped for region-wide use on cable, commercial, or educational television. Basic programs and exhibits such as puppet shows, Christmas decorations, reading club items, family and educational films, and information lectures and demonstrations need to be developed and expanded to circulate throughout the region. A greater effort should be made too to integrate library services with available community programs, i.e. preparing reading lists for local exhibits or providing meeting space.

The library must also be equipped to provide people with information on services available outside the library. Some libraries within LARL might serve as a community bulletin board and the region as a whole should determine whether there is a need for a region-wide calendar of events. Individual LARL agencies should also determine whether there is a local need for a community resource file which would list individuals and groups with special skills, knowledge, or services. The library could also coordinate the gathering and dissemination of information on governmental activities.