

DULUTH PUBLIC LIBRARY BOARD

Notice of Meeting

DATE: December 2, 2025

TIME: 4:30 PM

LOCATION: Main Library (520 W. Superior St.) Gold Room

AGENDA

Call to Order

Welcome and introductions

Review and approve agenda

Approve minutes of October 7, 2025 meeting

Public comment

Reports

Library Manager's Report – Powers

Library Usage Report – Powers

Foundation Report – Arezzo

Friends Report – Jose Gonzalez

Guest staff member – Jessica McLamb-Manor

Old Business

Safety update

Main Library facility/regional library services district

2026 budget

Advocacy update

New Business

2026 meeting schedule

Adjournment

Next meeting: January 6, 2026 at 4:30 PM in Main Library Gold Room

Duluth Public Library Board Meeting Minutes

October 7, 2025

Present: Bill Arezzo, Lori Steinbach, Ellen Hatfield, Lizzy Luoma, Jose Gonzalez, Carlee Bladl, Sarah Kessler, Michelle Foshay

Also in attendance: Carla Powers, City Councilor Tara Swanson, Library staff member Lori Crocker, League of Women Voters observer Carolyn Baird

Absent: Jose Gonzalez

Call to Order: The meeting was called to order at 4:33 pm by Bill Arezzo, President

Approval of minutes of September 2, 2025

Motion by Foshay, seconded by Steinbach, to approve minutes. Motion passed unanimously.

Reports

Library Manager

- Update given on the vermicomposting project that has been happening for the past year.
- New Communication Board has been created to improve service for people with communication difficulties and comprehension challenges.
- Recent big events included an author visit by William Kent Krueger and the Great North Star Read Together that attracted large attendance.
- Reviewed usage stats. Overall, usage is trending well and measures are above where they were last year at the same time.

Foundation

- Working on the Friends/Foundation working group. Members will be chosen soon.
- Will be working on an update to the strategic plan.
- Gave update of current fundraising efforts (Books & Buzzers Bash, T-shirt sales)

Friends

- Completed an audit and website has been worked on.
- Making progress on the Friends/Foundation working group.
- Announced Littles Holiday Book Sale happening at Mount Royal branch in early December

Guest Staff Member

- Lori Crocker gave a tour of the physical updates that were recently completed to the alcove area at the West location.

Old Business

Safety Update

- Guest Wifi access points have been updated. They are turned off from 8 pm to 9 am at all DPL locations.

Regional Library Update

- No updates due to no recent meetings.
- HUD grant proposal needs to be presented to Mayor for approval. On hold while attention is focused on 2026 budget preparation.

2026 Budget

- Council budget retreat will take place October 31 with budget approval by the end of December.

New Business

Laptop Lending Policy

- Reviewed changes to the Library's Laptop Lending policy
- Motion by Gonzalez, seconded by Bladl, to approve with changes that had been discussed.
Motion passed unanimously.

Meeting adjourned: 5:30 pm

Manager's Report to Library Board

December 2025

Mount Royal Project. The Mount Royal Branch was closed on Friday, Nov. 21, to do a major shifting of collections. Branch staff worked on Friday and Saturday to move 2000 shelves worth of books, interfiling all of the adult genre fiction collections. The romance collection was interfiled several months ago. The most recent project included mysteries, science fiction/fantasy, and Westerns. Locating all fiction titles together by author, rather than separating out specific genres, allows for more flexibility in how shelf space is used. It also makes it more efficient for staff to shelve items and pull holds. As part of this project, branch staff downsized a few collections, including books on CD, that get less use at this location. These items will continue to be available at Main and West Duluth, either by browsing in person or placing holds.

Teen Craft Fair. Library staff partnered with Workforce Development staff to hold a teen craft fair at the Depot on Nov. 15. A total of 50 young people aged 10 to 19 took part in the event. They came from 13 different schools throughout the region, in addition to some homeschool students who participated. Over 780 items were sold, earning roughly \$6900 for the students. Prior to the craft fair, Workforce staff held trainings to teach the students entrepreneurial skills including planning, inventory, marketing, and customer service.

YMCA Passes. Soon DPL will have another addition to our community pass program. The YMCA will be providing four individual passes and four family passes for checkout. Each pass will be good for a single use over the one-week checkout period. It will be accepted at the YMCA's Duluth, Superior or Hermantown location. Like other community passes, YMCA passes will be available on a first come, first served basis to patrons who visit one of DPL's locations in person.

Winter Reading. The Winter Reading Program will kick off with the library's annual Jolabokaflod program on Saturday, Dec. 20. This year's Jolabokaflod will take place at the Depot. The all-ages program will feature free books, hot cocoa, craft projects, cultural presentations by the Nordic Center Duluth, music by a Norwegian-language folk duo, and a presentation on aurora borealis by local skywatching celebrity Astro Bob. Jolabokaflod, which means "holiday book flood," celebrates the Icelandic tradition of exchanging books and reading together during the longest nights of winter.

Noon Years Eve. Young children will once again have a chance to ring in the New Year at 12 noon at the Main Library. Noon Years Eve takes place in the Green Room beginning at 10 AM on Wednesday, Dec. 31. Activities include a dance party, crafts, snacks, games, and noise makers. Shortly before noon, the group will gather at the foot of the staircase for a 12:00 balloon drop.

Staffing Update.

- We are in the process of hiring a half-time Library Technician for Mount Royal and a full-time Library Technician for West Duluth. The job posting closed last week. A total of 153 people applied.
- We also are hiring a full-time Librarian I for Adult Services. This posting closed on Tuesday, Nov. 18 with 59 applicants.
- A second Librarian I position remains vacant after a retirement last fall. This position was cut from the 2026 budget.

| MAIN | | | | | | | | | | | | | | | | |
|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|-----|---------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Days open | 25 | 23 | 26 | 25 | 24 | 20 | 22 | 21 | 25 | | | | 211 | 211 | 100% | |
| Hours open | 202 | 185 | 206 | 202 | 190 | 161 | 184 | 171 | 202 | | | | 1,703 | 1,714 | 99% | |
| Visitors | 12449 | 13031 | 13970 | 13782 | 11944 | 12695 | 13216 | 11367 | 12390 | | | | 114,841 | 118,882 | 97% | |
| Internet uses Labs | 1929 | 1746 | 1910 | 1888 | 1706 | 1481 | 1472 | 1437 | 1706 | | | | 15,275 | 16,034 | 95% | |
| Internet uses laptops | 28 | 22 | 49 | 38 | 47 | 53 | 30 | 64 | 44 | | | | 375 | 442 | 85% | |
| Internet total | 1957 | 1768 | 1959 | 1926 | 1753 | 1534 | 1502 | 1501 | 1750 | 0 | 0 | 0 | 15,650 | 16,400 | 95% | |
| Circulation print,av | 19912 | 19014 | 22082 | 20672 | 19167 | 20695 | 22169 | 26867 | 26776 | | | | 197,354 | 195,368 | 101% | |
| Circulation OverDrive | 13616 | 11905 | 13430 | 13239 | 13227 | 13341 | 13911 | 14449 | 13993 | | | | 121,111 | 95,721 | 127% | |
| Circulation Hoopla | 3214 | 3068 | 3462 | 2690 | 2491 | 2439 | 2497 | 2451 | 2304 | | | | 24,616 | 22,548 | 109% | |
| Circulation - LLG | 21 | 30 | 0 | 0 | 17 | 108 | 119 | 152 | 91 | | | | 538 | 250 | 215% | |
| Circulation - Other*** | 429 | 424 | 519 | 470 | 419 | 449 | 493 | 537 | 562 | | | | 4,302 | 3,885 | 111% | |
| Circulation total | 37192 | 34441 | 39493 | 37071 | 35321 | 37032 | 39189 | 44456 | 43726 | 0 | 0 | 0 | 347,921 | 313,887 | 111% | |
| In Person Programming Attendance* | 803 | 2457 | 525 | 1063 | 1159 | 2231 | 2483 | 3113 | 1512 | | | | 15,346 | 16,298 | 94% | |
| Virtual Attendance** | 0 | 25 | 40 | 13 | 0 | 6 | 0 | 0 | 0 | | | | 84 | 131 | 64% | |
| Self-Directed Participation | 407 | 202 | 150 | 427 | 270 | 200 | 163 | 246 | 131 | | | | 2,196 | 4,159 | 53% | |
| Programming Attendance TOTAL | 1210 | 2684 | 715 | 1503 | 1429 | 2437 | 2646 | 3359 | 1643 | 0 | 0 | 0 | 17,626 | 20,588 | 86% | |

*Includes on and off-site programs

**Includes live and recorded

| MT ROYAL | | | | | | | | | | | | | | | | |
|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|-----|---------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Days open | 21 | 19 | 21 | 21 | 21 | 20 | 22 | 21 | 21 | | | | 187 | 187 | 100% | |
| Hours open | 168 | 154 | 174 | 174 | 168 | 167 | 181 | 171 | 171 | | | | 1,528 | 1,522 | 100% | |
| Visitors | 9109 | 8548 | 9654 | 9397 | 9176 | 12178 | 13055 | 12006 | 10028 | | | | 93,150 | 82,349 | 113% | |
| Internet uses Labs | 556 | 545 | 670 | 671 | 702 | 734 | 752 | 751 | 732 | | | | 6,113 | 5,154 | 119% | |
| Internet uses laptops | 9 | 6 | 9 | 5 | 5 | 6 | 1 | 6 | 3 | | | | 50 | 35 | 143% | |
| Internet total | 565 | 551 | 679 | 676 | 707 | 740 | 753 | 757 | 735 | 0 | 0 | 0 | 6,163 | 5,189 | 119% | |
| Circulation print,av | 21971 | 19729 | 22227 | 21368 | 20172 | 24010 | 25666 | 30783 | 28938 | | | | 214,864 | 205,031 | 105% | |
| Circulation - Other*** | 52 | 57 | 53 | 71 | 63 | 88 | 105 | 103 | 94 | | | | 686 | 456 | 150% | |
| In Person Programming Attendance* | 402 | 498 | 605 | 768 | 555 | 961 | 627 | 425 | 585 | | | | 5,426 | 4,614 | 118% | |
| Virtual Attendance** | 0 | 9 | 8 | 7 | 4 | 0 | 0 | 0 | 13 | | | | 41 | 12 | 342% | |
| Self-Directed Participation | 1104 | 696 | 391 | 206 | 513 | 1071 | 1703 | 947 | 466 | | | | 7,097 | 8,201 | 87% | |
| Programming Attendance TOTAL | 1506 | 1203 | 1004 | 981 | 1072 | 2032 | 2330 | 1372 | 1064 | 0 | 0 | 0 | 12,564 | 12,827 | 98% | |

*Includes on and off-site programs

**Includes live and recorded

| WEST DULUTH | | | | | | | | | | | | | | | | |
|---|------|------|------|------|------|------|------|-------|-------|-----|-----|-----|--------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Days open | 21 | 19 | 21 | 21 | 21 | 20 | 22 | 21 | 21 | | | | 187 | 187 | 100% | |
| Hours open | 174 | 157 | 171 | 174 | 174 | 161 | 184 | 171 | 174 | | | | 1,540 | 1,537 | 100% | |
| Visitors | 5341 | 5091 | 5942 | 5634 | 5302 | 5593 | 7065 | 6468 | 5382 | | | | 51,817 | 47,907 | 108% | |
| Internet uses Labs | 465 | 533 | 578 | 576 | 569 | 498 | 708 | 728 | 582 | | | | 5,237 | 3,699 | 142% | |
| Internet uses laptops | 8 | 4 | 0 | 2 | 1 | 3 | 3 | 0 | 1 | | | | 22 | 13 | 169% | |
| Internet total | 473 | 537 | 578 | 578 | 570 | 501 | 711 | 728 | 583 | 0 | 0 | 0 | 5,259 | 3,712 | 142% | |
| Circulation print,av | 8428 | 7650 | 8681 | 8306 | 8108 | 8579 | 9598 | 11593 | 10340 | | | | 81,283 | 78,438 | 104% | |
| Circulation - Other*** | 10 | 26 | 56 | 51 | 57 | 65 | 65 | 49 | 42 | | | | 421 | 252 | 167% | |
| In Person Programming Attendance* | 320 | 266 | 369 | 247 | 273 | 307 | 315 | 279 | 211 | | | | 2,587 | 2,684 | 96% | |
| Virtual Attendance** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | - | - | 0% | |
| Self-Directed Participation | 158 | 134 | 239 | 239 | 181 | 125 | 229 | 65 | 173 | | | | 1,543 | 2,454 | 63% | |
| Programming Attendance TOTAL | 478 | 400 | 608 | 486 | 454 | 432 | 544 | 344 | 384 | 0 | 0 | 0 | 4,130 | 5,138 | 80% | |

*Includes on and off-site programs

**Includes live and recorded

| TOTAL MAIN AND BRANCHES | | | | | | | | | | | | | | | | |
|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|-----|---------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Visitors | 26898 | 26669 | 29566 | 28813 | 26422 | 30465 | 33336 | 29840 | 27799 | 0 | 0 | 0 | 259,807 | 249,137 | 104% | |
| Internet uses Labs | 2950 | 2824 | 3158 | 3135 | 2977 | 2713 | 2932 | 2916 | 3020 | 0 | 0 | 0 | 26,625 | 24,887 | 107% | |
| Internet uses laptops | 45 | 32 | 58 | 45 | 53 | 62 | 34 | 70 | 48 | 0 | 0 | 0 | 447 | 414 | 108% | |
| Internet total | 2995 | 2856 | 3216 | 3180 | 3030 | 2775 | 2966 | 2986 | 3068 | 0 | 0 | 0 | 27,072 | 25,301 | 107% | |
| Circulation print,av | 50332 | 46423 | 52990 | 50346 | 47464 | 53392 | 57552 | 69395 | 66145 | 0 | 0 | 0 | 494,039 | 479,087 | 103% | |
| Circulation OverDrive | 13616 | 11905 | 13430 | 13239 | 13227 | 13341 | 13911 | 14449 | 13993 | 0 | 0 | 0 | 121,111 | 95,721 | 127% | |
| Circulation Hoopla | 3214 | 3068 | 3462 | 2690 | 2491 | 2439 | 2497 | 2451 | 2304 | 0 | 0 | 0 | 24,616 | 22,548 | 109% | |
| Circulation - Other*** | 491 | 507 | 628 | 592 | 539 | 602 | 663 | 689 | 698 | 0 | 0 | 0 | 5,409 | 4,593 | 118% | |
| Circulation total | 67653 | 61396 | 69882 | 66275 | 63182 | 69172 | 73960 | 86295 | 82442 | 0 | 0 | 0 | 640,257 | 601,949 | 106% | |
| In Person Programming Attendance* | 1525 | 3221 | 1499 | 2078 | 1987 | 3499 | 3425 | 3817 | 2308 | 0 | 0 | 0 | 23,359 | 23,596 | 99% | |
| Virtual Attendance** | 0 | 34 | 48 | 20 | 4 | 6 | 0 | 0 | 13 | 0 | 0 | 0 | 125 | 143 | 87% | |
| Self-Directed Participation | 1669 | 1032 | 780 | 872 | 964 | 1396 | 2095 | 1258 | 770 | 0 | 0 | 0 | 10,836 | 14,814 | 73% | |
| Programming Attendance TOTAL | 3194 | 4287 | 2327 | 2970 | 2955 | 4901 | 5520 | 5075 | 3091 | 0 | 0 | 0 | 34,320 | 38,553 | 89% | |

*Includes on and off-site programs

**Includes live and recorded

***Circulation - Other:

Computer Accessories, Toys, Toy Bag, Electric Meters, Hotspots, Community Passes, Puzzles, Ereaders

Visitors: New door counters installed in June 6, 2025

Circulation print, av: Auto-renewals started August 1, 2025

| MAIN | | | | | | | | | | | | | | | | |
|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|---------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Days open | 25 | 23 | 26 | 25 | 24 | 20 | 22 | 21 | 25 | 26 | | | 237 | 237 | 100% | |
| Hours open | 202 | 185 | 206 | 202 | 190 | 161 | 184 | 171 | 202 | 209 | | | 1,912 | 1,933 | 99% | |
| Visitors | 12449 | 13031 | 13970 | 13782 | 11944 | 12695 | 13216 | 11367 | 12390 | 12676 | | | 127,517 | 131,827 | 97% | |
| Internet uses Labs | 1929 | 1746 | 1910 | 1888 | 1706 | 1481 | 1472 | 1437 | 1706 | 1717 | | | 16,992 | 17,939 | 95% | |
| Internet uses laptops | 28 | 22 | 49 | 38 | 47 | 53 | 30 | 64 | 44 | 62 | | | 437 | 442 | 99% | |
| Internet total | 1957 | 1768 | 1959 | 1926 | 1753 | 1534 | 1502 | 1501 | 1750 | 1779 | 0 | 0 | 17,429 | 18,341 | 95% | |
| Circulation print,av | 19912 | 19014 | 22082 | 20672 | 19167 | 20695 | 22169 | 26867 | 26776 | 27164 | | | 224,518 | 216,092 | 104% | |
| Circulation OverDrive | 13616 | 11905 | 13430 | 13239 | 13227 | 13341 | 13911 | 14449 | 13993 | 14595 | | | 135,706 | 107,102 | 127% | |
| Circulation Hoopla | 3214 | 3068 | 3462 | 2690 | 2491 | 2439 | 2497 | 2451 | 2304 | 2377 | | | 26,993 | 25,338 | 107% | |
| Circulation - LLG | 21 | 30 | 0 | 0 | 17 | 108 | 119 | 152 | 91 | 32 | | | 570 | 277 | 206% | |
| Circulation - Other*** | 429 | 424 | 519 | 470 | 419 | 449 | 493 | 537 | 562 | 527 | | | 4,829 | 4,037 | 120% | |
| Circulation total | 37192 | 34441 | 39493 | 37071 | 35321 | 37032 | 39189 | 44456 | 43726 | 44695 | 0 | 0 | 392,616 | 348,809 | 113% | |
| In Person Programming Attendance* | 803 | 2457 | 525 | 1063 | 1159 | 2231 | 2483 | 3113 | 1512 | 1051 | | | 16,397 | 17,221 | 95% | |
| Virtual Attendance** | 0 | 25 | 40 | 13 | 0 | 6 | 0 | 3 | 3 | 25 | | | 115 | 153 | 75% | |
| Self-Directed Participation | 407 | 202 | 150 | 427 | 270 | 200 | 163 | 246 | 131 | 0 | | | 2,196 | 4,810 | 46% | |
| Programming Attendance TOTAL | 1210 | 2684 | 715 | 1503 | 1429 | 2437 | 2646 | 3362 | 1646 | 1076 | 0 | 0 | 18,708 | 22,184 | 84% | |

*includes on and off-site programs

**includes live and recorded

| MT ROYAL | | | | | | | | | | | | | | | | |
|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|---------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Days open | 21 | 19 | 21 | 21 | 21 | 20 | 22 | 21 | 21 | 22 | | | 209 | 209 | 100% | |
| Hours open | 168 | 154 | 174 | 174 | 168 | 167 | 181 | 171 | 171 | 178 | | | 1,706 | 1,700 | 100% | |
| Visitors | 9109 | 8548 | 9654 | 9397 | 9176 | 12178 | 13055 | 12006 | 10028 | 10715 | | | 103,864 | 91,383 | 114% | |
| Internet uses Labs | 556 | 545 | 670 | 671 | 702 | 734 | 752 | 751 | 732 | 717 | | | 6,830 | 5,834 | 117% | |
| Internet uses laptops | 9 | 6 | 9 | 5 | 5 | 6 | 1 | 6 | 3 | 7 | | | 57 | 41 | 139% | |
| Internet total | 565 | 551 | 679 | 676 | 707 | 740 | 753 | 757 | 735 | 724 | 0 | 0 | 6,887 | 5,875 | 117% | |
| Circulation print,av | 21971 | 19729 | 22227 | 21368 | 20172 | 24010 | 25666 | 30783 | 28938 | 27859 | | | 242,723 | 226,406 | 107% | |
| Circulation - Other*** | 52 | 57 | 53 | 71 | 63 | 88 | 105 | 103 | 94 | 93 | | | 779 | 518 | 150% | |
| In Person Programming Attendance* | 402 | 498 | 605 | 768 | 555 | 961 | 627 | 425 | 585 | 616 | | | 6,042 | 5,139 | 118% | |
| Virtual Attendance** | 0 | 9 | 8 | 7 | 4 | 0 | 0 | 0 | 13 | 7 | | | 48 | 12 | 400% | |
| Self-Directed Participation | 1104 | 696 | 391 | 206 | 513 | 1071 | 1703 | 947 | 466 | 14 | | | 7,111 | 8,704 | 82% | |
| Programming Attendance TOTAL | 1506 | 1203 | 1004 | 981 | 1072 | 2032 | 2330 | 1372 | 1064 | 637 | 0 | 0 | 13,201 | 13,855 | 95% | |

*includes on and off-site programs

**includes live and recorded

| WEST DULUTH | | | | | | | | | | | | | | | | |
|---|------|------|------|------|------|------|------|-------|-------|-------|-----|-----|--------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Days open | 21 | 19 | 21 | 21 | 21 | 20 | 22 | 21 | 21 | 22 | | | 209 | 209 | 100% | |
| Hours open | 174 | 157 | 171 | 174 | 174 | 161 | 184 | 171 | 174 | 181 | | | 1,721 | 1,728 | 100% | |
| Visitors | 5341 | 5091 | 5942 | 5634 | 5302 | 5593 | 7065 | 6468 | 5382 | 5869 | | | 57,686 | 53,686 | 107% | |
| Internet uses Labs | 465 | 533 | 578 | 576 | 569 | 498 | 708 | 728 | 582 | 534 | | | 5,771 | 4,277 | 135% | |
| Internet uses laptops | 8 | 4 | 0 | 2 | 1 | 3 | 3 | 0 | 1 | 1 | | | 23 | 16 | 144% | |
| Internet total | 473 | 537 | 578 | 578 | 570 | 501 | 711 | 728 | 583 | 535 | 0 | 0 | 5,794 | 4,293 | 135% | |
| Circulation print,av | 8428 | 7650 | 8681 | 8306 | 8108 | 8579 | 9598 | 11593 | 10340 | 10225 | | | 91,508 | 87,502 | 105% | |
| Circulation - Other*** | 10 | 26 | 56 | 51 | 57 | 65 | 65 | 49 | 42 | 48 | | | 469 | 301 | 156% | |
| In Person Programming Attendance* | 320 | 266 | 369 | 247 | 273 | 307 | 315 | 279 | 211 | 363 | | | 2,950 | 3,156 | 93% | |
| Virtual Attendance** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | - | - | 0% | |
| Self-Directed Participation | 158 | 134 | 239 | 239 | 181 | 125 | 229 | 65 | 173 | 59 | | | 1,602 | 2,454 | 65% | |
| Programming Attendance TOTAL | 478 | 400 | 608 | 486 | 454 | 432 | 544 | 344 | 384 | 422 | 0 | 0 | 4,552 | 5,610 | 81% | |

*includes on and off-site programs

**includes live and recorded

| TOTAL MAIN AND BRANCHES | | | | | | | | | | | | | | | | |
|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|---------|----------|------|--|
| 2025 Hours, Visitors, Circulation, Internet Users | | | | | | | | | | | | | | | | |
| Summary | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | TOTAL | 2024 YTD | | |
| Visitors | 26898 | 26669 | 29566 | 28813 | 26422 | 30465 | 33336 | 29840 | 27799 | 29260 | 0 | 0 | 289,066 | 276,895 | 104% | |
| Internet uses Labs | 2950 | 2824 | 3158 | 3135 | 2977 | 2713 | 2932 | 2916 | 3020 | 2968 | 0 | 0 | 29,593 | 28,050 | 106% | |
| Internet uses laptops | 45 | 32 | 58 | 45 | 53 | 62 | 34 | 70 | 48 | 70 | 0 | 0 | 517 | 459 | 113% | |
| Internet total | 2995 | 2856 | 3216 | 3180 | 3030 | 2775 | 2966 | 2986 | 3068 | 3038 | 0 | 0 | 30,110 | 28,509 | 106% | |
| Circulation print,av | 50332 | 46423 | 52990 | 50346 | 47464 | 53392 | 57552 | 69395 | 66145 | 65280 | 0 | 0 | 559,319 | 530,277 | 105% | |
| Circulation OverDrive | 13616 | 11905 | 13430 | 13239 | 13227 | 13341 | 13911 | 14449 | 13993 | 14595 | 0 | 0 | 135,706 | 107,102 | 127% | |
| Circulation Hoopla | 3214 | 3068 | 3462 | 2690 | 2491 | 2439 | 2497 | 2451 | 2304 | 2377 | 0 | 0 | 26,993 | 25,338 | 107% | |
| Circulation - Other*** | 491 | 507 | 628 | 592 | 539 | 602 | 663 | 689 | 698 | 668 | 0 | 0 | 6,077 | 4,856 | 125% | |
| Circulation total | 67653 | 61396 | 69882 | 66275 | 63182 | 69172 | 73960 | 86295 | 82442 | 82252 | 0 | 0 | 722,509 | 667,573 | 108% | |
| In Person Programming Attendance* | 1525 | 3221 | 1499 | 2078 | 1987 | 3499 | 3425 | 3817 | 2308 | 2030 | 0 | 0 | 25,389 | 25,516 | 100% | |
| Virtual Attendance** | 0 | 34 | 48 | 20 | 4 | 6 | 0 | 3 | 16 | 32 | 0 | 0 | 163 | 165 | 99% | |
| Self-Directed Participation | 1669 | 1032 | 780 | 872 | 964 | 1396 | 2095 | 1258 | 770 | 73 | 0 | 0 | 10,909 | 15,968 | 68% | |
| Programming Attendance TOTAL | 3194 | 4287 | 2327 | 2970 | 2955 | 4901 | 5520 | 5078 | 3094 | 2135 | 0 | 0 | 36,461 | 41,649 | 88% | |

*includes on and off-site programs

**includes live and recorded

***Circulation - Other:

Computer Accessories, Toys, Toy Bag, Electric Meters, Hotspots, Community Passes, Puzzles, Ereaders

Visitors: New door counters installed in June 6, 2025

Circulation print, av: Auto-renewals started August 1, 2025

Duluth Library Foundation Report December 2025

The Library Foundation Board met on October 8, 2025 in the Library Gold Room.

The Foundation was randomly selected for a Mn Unemployment Insurance audit. The audit was successfully completed with only one minor \$4 discrepancy and was corrected while the intern was still employed. No further action is required.

The inaugural Great North Star Read Together was successfully completed. Limited edition T-shirts were created for the event. 400 shirts were preordered with another 100+ sold at the events. Events were held at the main library & Chester Bowl Fall Fest. Total shirts sold were in the range of 550 accounting for \$13,000 in revenue. Net proceeds were approx \$6,000. Of the 324 buyers, 200 appear to be new donors.

The Foundation also participated in Gourd Days creating a Gourd Days Book House which proved to be a very popular attraction. Visitors browsed donated books for a suggested \$1 donation per book. Over 1000 books were donated. The event was held Oct 3-5 in the DECC Plaza by the lake. It provided positive media attention and, with steady crowds, significantly boosted the DLF's visibility.

Work continues on the Foundation strategic plan with an eye toward acceptance by year end. It will focus on a refresh of the current plan.

Planning continues on the refresh for the Downtown Duluth Children's Section.

There is a tremendous early response in ticket sales for the the Books & Buzzers fund raising event. The number changes daily but somewhere around 200 tickets are committed at this point.

The next DLF Board Meeting is scheduled for 12/10/25.

Prepared by Bill Arezzo

Friends of the Library Report December 2025

The Friends of the Duluth Public Library's Board met on November 18, 2025.

The Board discussed whether the Friends should have a Gift Policy as a standard operating procedure if the Friends receives a "large" donation. The Board decided that the Friends' members of the Together for the Library working group should collaborate with the working group's members from the Foundation to develop a plan and present that plan to the Friends Board.

The Board also discussed an email received regarding a member's concern with "book dealers" accessing the Annual Book Sale before members can get to the sale.

The Board also discussed and started developing a plan to transition the newsletter from exclusively print to having a print and electronic delivery.

Prepared by Jose Gonzalez

2026 Meeting Options

First Tuesday

| Date | Location |
|-------------|-----------------------------|
| January 6 | Main Library Gold Room |
| February 2 | Main Library Gold Room |
| March 3 | Mt. Royal Library Blue Room |
| April 7 | Main Library Gold Room |
| May 7 | Main Library Gold Room |
| June 2 | Main Library Gold Room |
| July | NO MEETING |
| August 4 | West Duluth Library Alcove |
| September 1 | Main Library Gold Room |
| October 6 | Main Library Gold Room |
| November | NO MEETING |
| December 1 | Main Library Gold Room |

Fourth Tuesday

| Date | Location |
|--------------|-----------------------------|
| January 27 | Main Library Gold Room |
| February 24 | Main Library Gold Room |
| March 24 | Mt. Royal Library Blue Room |
| April 28 | Main Library Gold Room |
| May 26 | Main Library Gold Room |
| June 23 | Main Library Gold Room |
| July | NO MEETING |
| August 25 | West Duluth Library Alcove |
| September 22 | Main Library Gold Room |
| October 27 | Main Library Gold Room |
| November 24 | Main Library Gold Room |
| December | NO MEETING |