



Getting Ready for the Minnesota Public Library Annual Report

State Library Services

January 19, 2022



Overview of
2021 changes

Review in
LibPAS

Time for
Questions

Questions Answered by the MPLAR

How much is
the library
used?

What services are available in
our building?

How many employees and
volunteers do the work?

How many
hours are we
open to the
public?

Who are our
community
partners?

What is the library's
structure and governance?

How big are our
collections?

What is the size and
source of our
funding, and how do
we spend it?

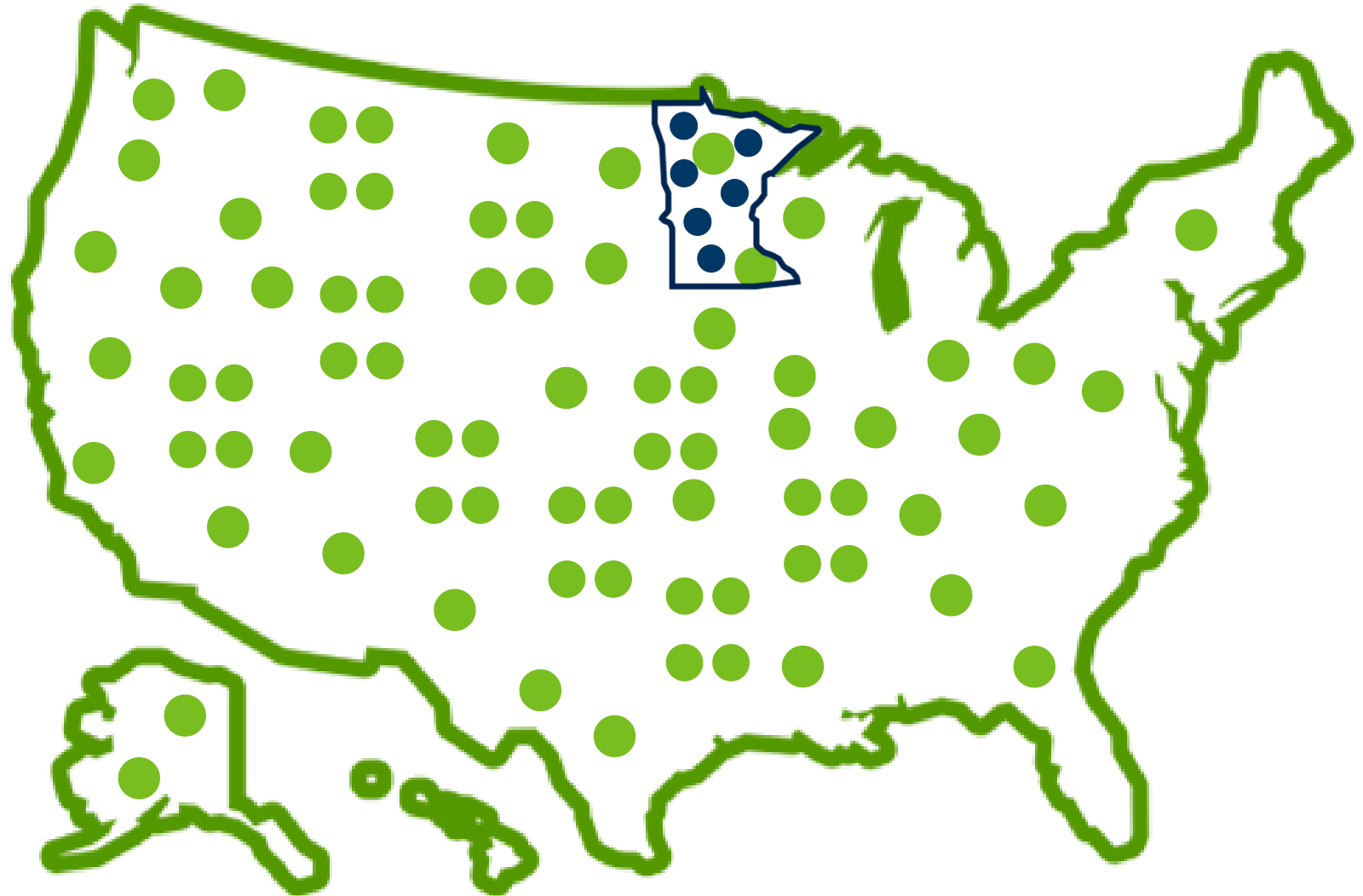
Changes to Tracked Elements

- Programs
- Attendance
- Views of recordings at 7-day mark

Other Changes

- Reporting method for computer and wireless sessions
- Physical circulation of nonprint/nonaudiovisual items
- CARES and ARPA funding

IMLS vs State-determined

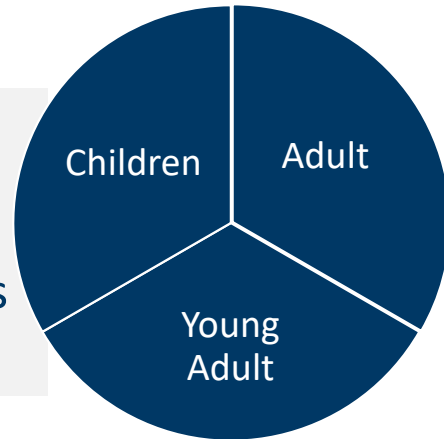


New Categories in 2021

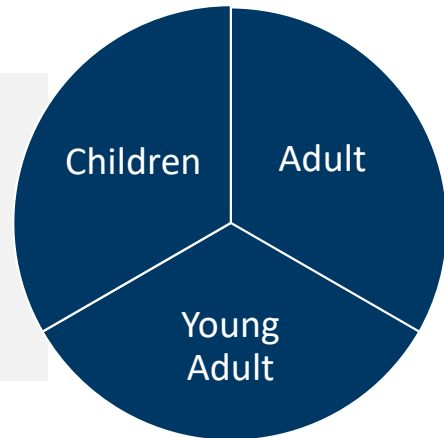
2020

In-Person Programs
and Attendance

Live Virtual Programs
and Attendance



Recorded Programs
and Views

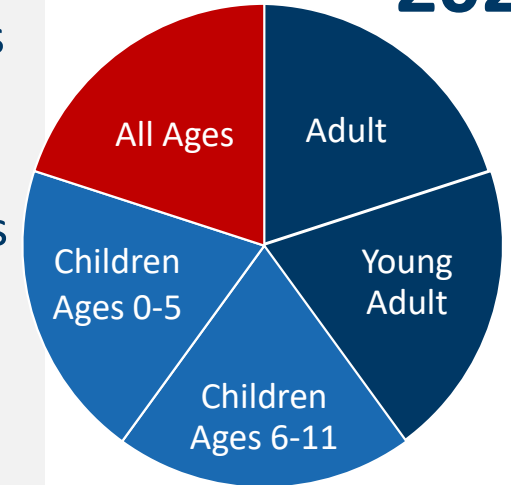


2021

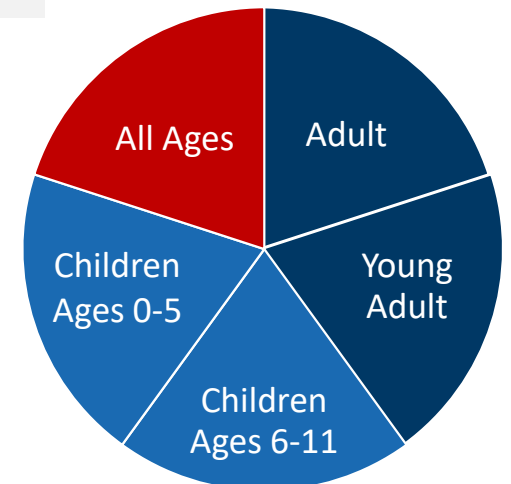
In-Person Onsite Programs
and Attendance

In-Person Offsite Programs
and Attendance

Live Virtual Programs
and Attendance



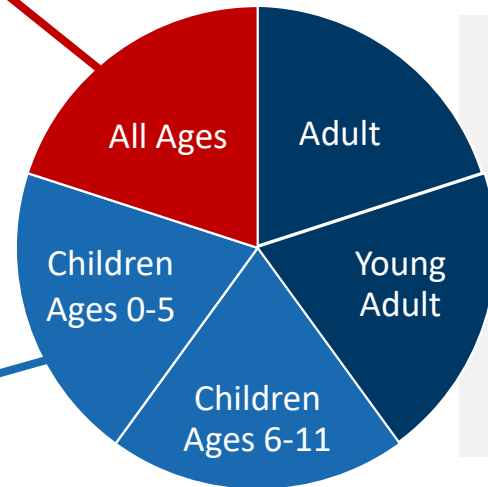
Recorded Programs
and Views



Rationale for New Federal-Level Elements

All Ages category makes it easier to report programs that are not age-specific.

Children ages 0-5 category accounts for pre-literacy programming.



In-Person Onsite Programs and Attendance

In-Person Offsite Programs and Attendance

Live Virtual Programs and Attendance

Offsite programs capture libraries' efforts to bring programs to the people where they are.

Tracking Views of Recorded Programs

2020

Recorded Programs
and Views

...count views of recorded programs
as of the end of the calendar year

2021

Recorded Programs
and Views

...count views *after seven (7) days only*, if
the recording stays up that long, or as of
the date you remove the recording, if
fewer than seven days

[Platform-Specific Guidance for Online
Attendance and Views](#)

FY21 MPLAR Timeline

YOU

VERENA

Jan 31

Open LibPAS for data entry.

Feb - Mar

Enter FY21 data.
Present draft report to your board.
Submit your report in LibPAS.

Answer questions.

Apr 1

Deadline to enter data in LibPAS.

Apr - May

Answer follow-ups from Verena.

Vet data.

June

Send signed approval form to SLS.

Send data to IMLS.
Post to SLS website.

- If you get an error message that won't go away, check whether you've made an internal note instead of a public note.
- Weeks when the library building was closed to the public should be reported under H13m. Weekly hours is an average, not a total.
- If you received CARES or ARPA funding in 2021 from your local government or regional system, please make sure that you are reporting that amount in only one place. The best case scenario is that you report it as federal revenue, but if you aren't able to separate out CARES or ARPA funding from other revenue, make a note.



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