



LIBRARY BOARD MEETING
Thursday, February 19, 2026 at 4:30 PM
Gainey Room, Owatonna Public Library

- 1. Call to Order**
- 2. Reminder of Open Meeting Law**
- 3. Public Comments (Please limit comments to 3 minutes)**
- 4. Approval of Last Meeting Minutes**
 - 4.a. Library Board Meeting Minutes January 22, 2026
- 5. Children's Services Report**
- 6. Financial Reports**
 - 6.a. Financial Report - February
- 7. Library Use Reports**
 - 7.a. Library Use Report - OPL -January
 - 7.b. Library Use Report — Blooming Prairie - January
 - 7.c. Library Services Report - OPL- January
- 8. SELCO Updates**
- 9. Programming**
 - 9.a. Winter Book Bingo
 - 9.b. OPL Book Club List 2026
 - 9.c. Teddy Bear Family Fun Night -February 19
 - 9.d. Black Panther Movie- February 14
 - 9.e. "Pal"entine's Day - February 12
 - 9.f. MSB Book Club- Dragon Teeth February 10
 - 9.g. Winter Sowing -February 5
- 10. 125th Anniversary Planning**
- 11. Library Updates**
- 12. Library Renovation Update**



LIBRARY BOARD MEETING MINUTES DRAFT

Thursday, January 22, 2026, at 4:30 PM

Gainey Room, Owatonna Public Library

The Owatonna Public Library Board of Trustees held the monthly meeting on Thursday January 22, 2026. The meeting was held in the Owatonna Public Library Gainey Room at 4:30pm.

Present: President Amy Tapp, Vice President Quinn Meyer, Trustee Julianna Skluzacek, Library Director Mark Blando, Administrative Technician Maria Hanson

Absent: Trustee Karen Malin, Trustee Annie Harman, Librarian Darla Lager

1. Call to Order

The meeting was called to order by President Tapp at 4:34 p.m.

2. Reminder of Open Meeting Law

The open meeting law applies to the board.

3. Public Comments (Please limit comments to 3 minutes)

No public comment.

4. Approval of Last Meeting Minutes

4.a. Library Board Minutes — November 20, 2025 (No meeting December 2025)

Trustee Julianna Skluzacek moved, and Vice President Quinn Meyer seconded to approve the minutes of the November 20, 2025, meeting. All ayes, motion approved.

5. Children's Services Report

5.a. Children Services Report – November and December

Blando shared highlights from the November and December children services reports. Curious George was the theme for Storytime in November. The Polar Express was the theme for December. December featured many class visits that included SEMCAC Headstart, Washington elementary and Medford elementary's first grade. Events in December included a winter Create a Craft session and

Noon Years Eve Party. The party included a scavenger hunt; noisemakers and a balloon drop at noon. This was our first year hosting this event and a crowd of 105 people attended.

6. Financial Reports

6.a. Financial Report – December

6.b. Financial Report – January- not much to report.

Levy did pass at 9.9% down from 13%. Blando and Anderson spoke to the county with a presentation highlighting how Steele County funding is distributed with books and operation in supporting our libraries. Blando requested additional funding from the county.

The Finance department currently has a contract position for director from ABDO. The department is pulling any staff with financial background to help the finance office until a new director is hired.

7. Library Use Reports

7.a. Library Use Report — OPL – November.

7.b. Library Use Report — OPL December

7.c. Library Use Report — Blooming Prairie - November

7.d. Library Use Report - Blooming Prairie - December

7.e. Library Services Report - OPL – November

7.f. Library Services Report - OPL - December

Blando shared some number highlights for November and December. 6102 OPL visits in November and 5886 in December. Blooming Prairie 669 visits for November and 771 for December. This may be the last year for Freegal due to low use. Hoopla numbers remain steady; this is continually funded by the foundation.

8. SELCO Updates

The most recent meeting was about the upcoming automatic handling machine. This machine will scan the barcode and sort materials according to the correct location. This should free up staff time from binding and sorting books. The machine will be at the SELCO office. Installation is scheduled for the beginning of February. For this scanning system barcodes need to be on the front of every book which is something the OPL already has in place.

9. Upcoming Programs

9.a. January 20 MSB Book Club- Lonesome Dove book. Four people attended at MSB. Allison is leading the book club. This book is part of our western flight series.

We are coming up with a new list of books for our in-house library book club.

9.b. January 22 - Movie - 12 Years a Slave - One person attended. This was the last movie in the "movie of the decade" list that started in February 2025. Blando will meet with Allison to see what we want to do moving forward. Looking at a possible option to show Oscar movies this year.

10. 125th Anniversary Planning

Library Con Planning continues. The team is meeting tomorrow to see if we can do this by February 21st otherwise it may be postponed sometime during National Library week in April. Book-banning session is being planned for during library week. Blando will keep the board posted.

11. Library Updates

Blooming Prairie is getting ready for their 50th anniversary this year. Blando will be working with the staff as they plan this celebration.

The city will host its annual All-Staff Meeting on the morning of January 28. City Administrator will go over the state of the city address. Breakfast and guest speaker is planned in the morning. In the afternoon the library staff will participate in a Circ-U workshop to go over the Evergreen system. The library will be closed all day on Wednesday, January 28th.

The last bit of furniture arrived last month in Children Services. Blando recommended checking it out if you haven't seen it.

Bethany Anderson got accepted in the Master of Library program. This program will be delivered online.

12. Library Renovation Update

The RFP is currently on hold. The city lost its facilities director. Blando was closely working with this person for the building renovation project. He stated we will be pausing this process until a new person is hired for the facilities position.

Motions to adjourn were made by Trustee Quinn Meyer and seconded by Trustee Julianna Skluzacek. All ayes. Meeting adjourned at 4:55 p.m.

The next board meeting will be on Thursday, February 19, 2026, at 4:30pm.
Respectfully submitted by Maria Hanson.

Department: 590 LIBRARY

Program: 591 LIBRARY

Period Ending: 2/2026

Account	Description	Year Budget	Month Actual	Year to Date Actual	Budget Balance	Budget Balance Percent	Prior Year Actual Total	2 Years Prior Actual Total
100-33620-590-591-000000	STEELE COUNTY - LIBR							177,473.34-
Subtotal:								177,473.34-
100-34105-590-591-000000	COPIES & PRINTING		162.56-	552.90-		552.90		5,919.28-
100-34109-590-591-000000	OTHER REVENUE		6.80-	20.16-		20.16		839.31-
Subtotal:			169.36-	573.06-		573.06		6,758.59-
100-35103-590-591-000000	LIBRARY FINES		73.65-	142.63-		142.63		983.99-
Subtotal:			73.65-	142.63-		142.63		983.99-
Program number: 591 LIBRARY			243.01-	715.69-		715.69		185,215.92-
Department number: LIBRARY			243.01-	715.69-		715.69		185,215.92-
Revenue	Subtotal -----		243.01-	715.69-		715.69		185,215.92-

Account	Description	Year Budget	Month Actual	Year to Date Actual	Budget Balance	Budget Balance Percent	Prior Year Actual Total	2 Years Prior Actual Total
100-41000-590-591-000000	WAGES - REGULAR FT			45,831.04		45,831.04-		599,321.56
100-41100-590-591-000000	WAGES - REGULAR PT			18,292.82		18,292.82-		233,038.22
100-41200-590-591-000000	WAGES-TEMP/SEASONAL			870.24		870.24-		9,577.69
100-41410-590-591-000000	PERA			4,780.76		4,780.76-		62,211.51
100-41420-590-591-000000	FICA			4,717.87		4,717.87-		61,805.68
100-41500-590-591-000000	INSURANCE			8,526.06		8,526.06-		93,357.72
100-41550-590-591-000000	WORKERS COMP INSURAN			370.49		370.49-		4,798.80
100-41570-590-591-000000	MN PAID LEAVE EXPENS			506.95		506.95-		
Subtotal:				83,896.23		83,896.23-		1,064,111.18
100-42000-590-591-000000	OFFICE SUPPLIES							5,429.84
100-42210-590-591-000000	REPAIR & MAINT SUPPL			179.40		179.40-		6,366.56
100-42300-590-591-000000	SMALL TOOLS & MINOR							61.99
100-42310-590-591-000000	SAFETY EQUIPMENT & P							235.55
100-42320-590-591-000000	COMPUTERS & SUPPLIES							336.69
100-42510-590-591-000000	LIBRARY MATERIALS -		556.23	2,707.99		2,707.99-		39,347.47
100-42520-590-591-000000	LIBRARY MATERIALS -P		450.40	450.40		450.40-		9,432.07
100-42530-590-591-000000	LIBRARY MATERIALS -		384.86	418.60		418.60-		14,399.35
100-42535-590-591-000000	LIBRARY MATERIALS -			11,088.98		11,088.98-		4,491.11
Subtotal:			1,391.49	14,845.37		14,845.37-		80,100.63
100-43010-590-591-000000	OTHER PROFESSIONAL S		2,455.00	5,270.00		5,270.00-		38,503.80
100-43121-590-591-000000	PHONE			103.60		103.60-		1,328.35
100-43122-590-591-000000	POSTAGE							161.97
100-43123-590-591-000000	ALARM SERVICES			154.08		154.08-		601.62
100-43130-590-591-000000	FINANCIAL PROCESSING							.10-
100-43220-590-591-000000	TRAVEL & TRAINING			21.56		21.56-		277.41
100-43400-590-591-000000	MEMBERSHIPS & SUBSCR							1,812.81
100-43500-590-591-000000	PROPERTY & LIABILITY							21,000.00
100-43710-590-591-000000	REPAIR & MAINT - BLD							13,247.18
100-43720-590-591-000000	REPAIR & MAINT - EQU							4,098.34
100-43780-590-591-000000	REPAIR & MAINT - OTH							803.99
100-43960-590-591-000000	LANDFILL/DISPOSAL FE							657.12
100-43980-590-591-000000	COMPUTER SERVICES			2,410.69		2,410.69-		40,255.43
Subtotal:			2,455.00	7,959.93		7,959.93-		122,747.92
Program number: 591 LIBRARY			3,846.49	106,701.53		106,701.53-		1,266,959.73
Department number: LIBRARY			3,846.49	106,701.53		106,701.53-		1,266,959.73

Period Ending: 2/2026

Account	Description	Year Budget	Month Actual	Year to Date Actual	Budget Balance	Budget Balance Percent	Prior Year Actual Total	2 Years Prior Actual Total
Expense	Subtotal -----		3,846.49	106,701.53		106,701.53-		1,266,959.73
Fund number:	100 GENERAL FUND		3,603.48	105,985.84		105,985.84-		1,081,743.81
*****	End of Report	*****						

Total Monthly Checkouts	Jan-26
Owatonna Public Library	15,455
Blooming Prairie Branch	1,302

Total Monthly Checkouts	Jan-25
Owatonna Public Library	11,699
Blooming Prairie Branch	1,159

Library Visits	Jan-26
Owatonna Public Library	6,019
Blooming Prairie Branch	862

Library Visits	Jan-25
Owatonna Public Library	6,285
Blooming Prairie Branch	n/a

New Borrowers	Jan-26
Owatonna Public Library	79
Blooming Prairie Branch	8

New Borrowers	Jan-25
Owatonna Public Library	47
Blooming Prairie Branch	5

ILL/Loaned	Jan-26
Owatonna Public Library	1,627
Blooming Prairie Branch	496

ILL/Loaned	Jan-25
Owatonna Public Library	1,369
Blooming Prairie Branch	493

ILL/Borrowed	Jan-26
Owatonna Public Library	1,599
Blooming Prairie Branch	205

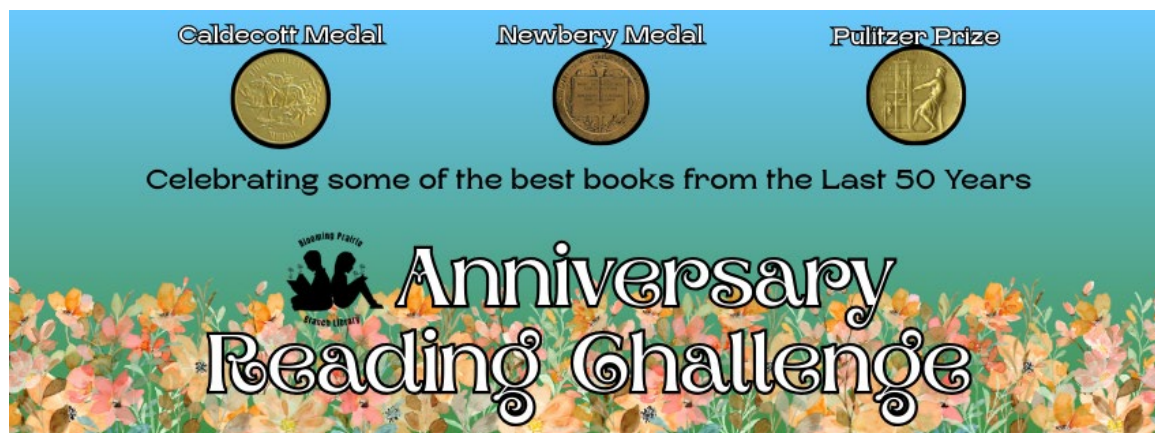
ILL/Borrowed	Jan-25
Owatonna Public Library	1,171
Blooming Prairie Branch	258

Blooming Prairie Library Use Report

JANUARY	
Circulation	1302
Visits	862
Computer Usage*	36
FOL Meeting	12
Book Club	8
Monday Movies	19
<i>Jan 5</i>	3
<i>Jan 12</i>	3
<i>Jan 26</i>	13
Storytime	14
<i>Jan 6</i>	2
<i>Jan 13</i>	4
<i>Jan 20</i>	4
<i>Jan 27</i>	4
ECFE Library Night (01.22)	15
Master Gardeners (01.27)	16

*We didn't start tracking the computer usage until January 14, so the number given is essentially for half the month.

We will launch our 50th Anniversary Reading Challenge on February 17.



Library Services Report -January

OVERDRIVE/Libby in January 2026:

719 patrons checked out:|

1,177 eBooks

1,585 eAudio

38 eBooks/day and 51 eAudio/day in 1/2026

41 eBooks/day and 40 eAudio/day in 1/2025

FREEGAL in January 2026:

13 patrons Downloaded 156 songs

14 patrons Streamed 656 songs

HOOPLA in January 2026:

440 patrons checked out 978 titles

Winter Reading Bingo

February 2, 2026 - March 30, 2026

For ages 16+. Prizes will be drawn at 9 AM on March 31.

Book recommended by a Librarian	Book with an animal on the cover	Book written by an author from another country	Book featuring artificial intelligence	Book with "Woman" in its title
Book about a hobby	Book you judged by the cover	Book from a library display	Listen to an audiobook	Book by an author over 65
A graphic novel	Book about your dream job	 OWATONNA Public Library FREE SPACE	Book you loved when you were younger	A biography of someone you don't know
Your best friend's favorite book	A collection of poems or essays	Book with an even number of pages	Book by a Midwestern author	Book featuring a winter sport
A Young Adult book	Book published the year you were born	A banned or challenged book	Book from the bottom shelf	Book you never finished

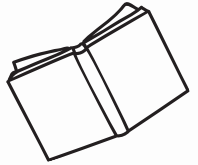
Read any book between 2/2/26 and 3/30/26. Fill out the title and author on the back of this page to earn one entry to our grand prize drawing.

Read up to five books for one entry each.

Make a bingo - diagonal, horizontal, or vertical - on the card above for five bonus entries! (A maximum of 10 total entries is possible. One card per patron.)

EACH BOOK CAN BE USED FOR ONE SQUARE ONLY.

Please fill out your name, phone number, and/or email
and return to the library by 3/30/26.



NAME:

PHONE:

EMAIL:

◆————◆
Please note: category is optional. See instructions on front.

1. Category: _____

Title: _____

Author: _____

2. Category: _____

Title: _____

Author: _____

3. Category: _____

Title: _____

Author: _____

4. Category: _____

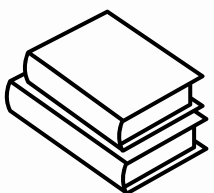
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Author: _____

5. Category: _____

Title: _____

Author: _____

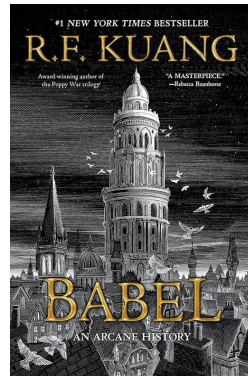


OWATONNA PUBLIC LIBRARY BOOK CLUB

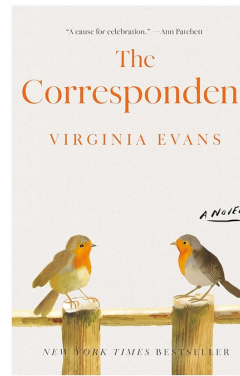
We will meet the 2nd Monday of the month at
1:00PM & 6:00PM on the 2nd floor in the Small
Conference room.



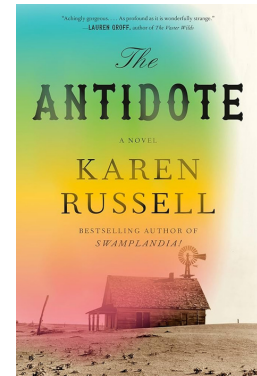
2/9/26



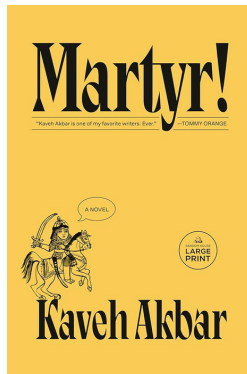
3/9/26



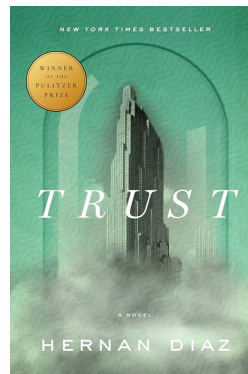
4/13/26



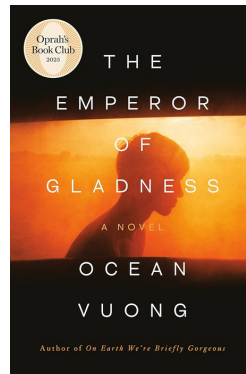
5/11/26



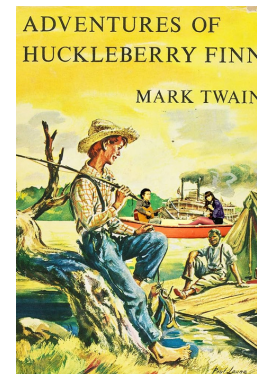
6/8/26



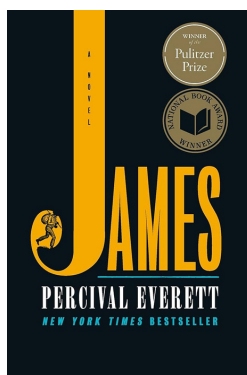
7/13/26



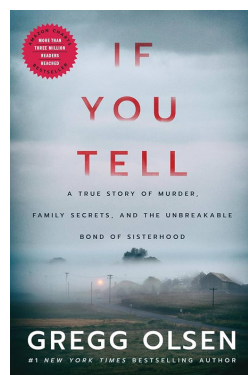
8/10/26



9/14/26



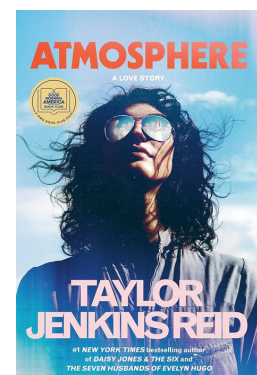
10/12/26



11/9/26



12/14/26



1/11/27

Come share your thoughts, favorite quotes, and questions! Whether you've finished the book or just started, everyone is welcome.



Join your friends from the Owatonna Public Library and Early Childhood Education for a night of family fun.

What: Storytime and Crafts

Where: Owatonna Public Library's Children's Services

When: Thursday, February 19, at 6:00 PM

MARVEL
**BLACK
PANTHER**

Alliance for Greater Equity and the Owatonna Public Library present
in partnership for Black History Month:

Black Panther

Discussion to follow after movie

Saturday, February 14

9:30 AM - Noon

Gainey Room - Third Floor

Owatonna Public Library

Rated PG-13 for prolonged sequences of
action violence, and a brief rude gesture

Runtime: 2 Hours and 14 Minutes





“Pal”entine’s Day

Thursday, February 12

6 - 7:30 PM

Gainey Room - Third Floor

What is “Pal”entine’s Day?

A day to celebrate love and friendship with your pals!

Bring your friends, neighbors, a family member, or anyone you care about to celebrate friendship for a craft project and quality time! We will be making artist trading cards; create something to trade with your pals.

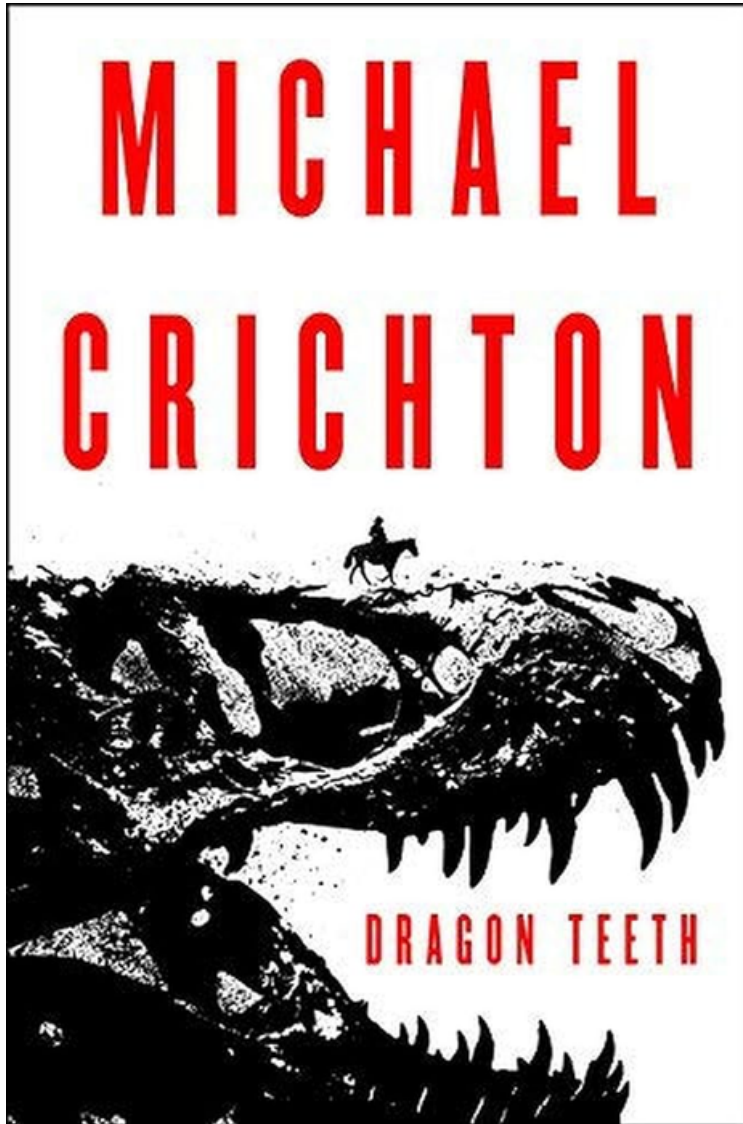
**Craft materials will be provided.
This program is for Teens and Adults.**



OWATONNA
Public Library

The Reading Tap at MSB

TUESDAY, FEBRUARY 10 | 6 PM



Looking for a new twist on a book club? Join us at the Mineral Springs Brewery!

Dragon Teeth by Michael Crichton is a fast-paced historical adventure set in the American West during the 1870s. It follows a young Yale student who joins rival fossil hunters in a dangerous race to uncover dinosaur bones, facing harsh landscapes, outlaws, and scientific obsession along the way.



OWATONNA
Public Library

Winter Sowing Presentation

Get a jumpstart on your gardening
and learn alternate seed starting
methods to help start seeds indoors
and beyond!

Thursday
February 5th
4:30 - 5:30 p.m.
Gainey Room



OWATONNA
Public Library

