



LIBRARY BOARD MEETING
Thursday, March 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 (No meeting February 2026)
- 5. Children's Services Report**
- 6. Financial Reports**
 - 6.a. Financial Report — March
- 7. Library Use Reports**
 - 7.a. Library Use Report Blooming Prairie
 - 7.b. Library Use Report - February OPL
 - 7.c. Library Services Report - February OPL
- 8. SELCO Updates**
- 9. Upcoming Programs**
 - 9.a. Blooming Prairie Cultural History Series
 - 9.b. Movie The Princess Bride March 16
 - 9.c. Hopping and Hatching March 19
 - 9.d. Teen Events — Spring Break 2026
- 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: 3/2026

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	182,500.00-				182,500.00-		180,298.69-
Subtotal:		182,500.00-				182,500.00-		180,298.69-
100-34105-590-591-000000	COPIES & PRINTING	5,500.00-	282.10-	1,228.35-		4,271.65-	22.334	5,919.28-
100-34109-590-591-000000	OTHER REVENUE	1,200.00-	5.12-	38.54-		1,161.46-	3.212	839.31-
Subtotal:		6,700.00-	287.22-	1,266.89-		5,433.11-	18.909	6,758.59-
100-35103-590-591-000000	LIBRARY FINES	1,500.00-	37.92-	210.55-		1,289.45-	14.037	983.99-
Subtotal:		1,500.00-	37.92-	210.55-		1,289.45-	14.037	983.99-
Program number: 591 LIBRARY		190,700.00-	325.14-	1,477.44-		189,222.56-	.775	188,041.27-
Department number: LIBRARY		190,700.00-	325.14-	1,477.44-		189,222.56-	.775	188,041.27-
Revenue	Subtotal -----	190,700.00-	325.14-	1,477.44-		189,222.56-	.775	188,041.27-

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	629,104.00		118,723.51		510,380.49	18.872	599,321.56
100-41100-590-591-000000	WAGES - REGULAR PT	293,041.00		48,708.05		244,332.95	16.622	233,038.22
100-41200-590-591-000000	WAGES-TEMP/SEASONAL	29,800.00		2,238.24		27,561.76	7.511	9,577.69
100-41410-590-591-000000	PERA	69,161.00		12,502.16		56,658.84	18.077	62,211.51
100-41420-590-591-000000	FICA	72,824.00		12,422.62		60,401.38	17.058	61,805.68
100-41500-590-591-000000	INSURANCE	102,327.00		17,052.12		85,274.88	16.664	93,357.72
100-41550-590-591-000000	WORKERS COMP INSURAN	5,616.00		967.15		4,648.85	17.221	4,798.80
100-41570-590-591-000000	MN PAID LEAVE EXPENS	7,425.00		1,323.41		6,101.59	17.824	
Subtotal:		1,209,298.00		213,937.26		995,360.74	17.691	1,064,111.18
100-42000-590-591-000000	OFFICE SUPPLIES	3,750.00	156.39	219.70		3,530.30	5.859	5,429.84
100-42100-590-591-000000	OPERATING SUPPLIES	500.00				500.00		
100-42110-590-591-000000	CLEANING SUPPLIES	1,250.00				1,250.00		
100-42210-590-591-000000	REPAIR & MAINT SUPPL	9,000.00	133.97	360.93		8,639.07	4.010	7,637.68
100-42300-590-591-000000	SMALL TOOLS & MINOR	1,500.00				1,500.00		61.99
100-42310-590-591-000000	SAFETY EQUIPMENT & P	150.00				150.00		235.55
100-42320-590-591-000000	COMPUTERS & SUPPLIES							336.69
100-42510-590-591-000000	LIBRARY MATERIALS -	45,500.00	2,474.97	7,108.04		38,391.96	15.622	39,353.00
100-42520-590-591-000000	LIBRARY MATERIALS -P	7,500.00		450.40		7,049.60	6.005	9,432.07
100-42525-590-591-000000	LIBRARY MATERIALS -	20,000.00				20,000.00		
100-42530-590-591-000000	LIBRARY MATERIALS -	11,000.00	95.95	1,871.00		9,129.00	17.009	14,399.35
100-42535-590-591-000000	LIBRARY MATERIALS -	9,000.00		12,794.84		3,794.84-	142.165	4,491.11
Subtotal:		109,150.00	2,861.28	22,804.91		86,345.09	20.893	81,377.28
100-43010-590-591-000000	OTHER PROFESSIONAL S	34,000.00		13,056.82		20,943.18	38.402	38,503.80
100-43121-590-591-000000	PHONE	1,100.00		207.22		892.78	18.838	1,328.35
100-43122-590-591-000000	POSTAGE	200.00				200.00		161.97
100-43123-590-591-000000	ALARM SERVICES	645.00		154.08		490.92	23.888	601.62
100-43130-590-591-000000	FINANCIAL PROCESSING							.10-
100-43220-590-591-000000	TRAVEL & TRAINING	2,250.00		43.12		2,206.88	1.916	277.41
100-43320-590-591-000000	ADVERTISING & PROMOT	800.00				800.00		
100-43400-590-591-000000	MEMBERSHIPS & SUBSCR	1,000.00				1,000.00		1,812.81
100-43500-590-591-000000	PROPERTY & LIABILITY	21,300.00		5,325.00		15,975.00	25.000	21,000.00
100-43710-590-591-000000	REPAIR & MAINT - BLD	10,000.00				10,000.00		13,247.18
100-43720-590-591-000000	REPAIR & MAINT - EQU	5,200.00	143.75	802.70		4,397.30	15.437	4,098.34
100-43780-590-591-000000	REPAIR & MAINT - OTH	500.00				500.00		803.99
100-43960-590-591-000000	LANDFILL/DISPOSAL FE	1,100.00	54.76	54.76		1,045.24	4.978	657.12
100-43980-590-591-000000	COMPUTER SERVICES	38,000.00	2,410.69	7,232.07		30,767.93	19.032	40,255.43
Subtotal:		116,095.00	2,609.20	26,875.77		89,219.23	23.150	122,747.92

Blooming Prairie Library Use Report- February

FEBRUARY	
Circulation	1148
Visits	774
Computer Usage	54
FOL Meeting	12
Book Club	8
Matinee Movies	15
Storytime	21
ECFE Library Night (02.19)	11
Reading Challenge Participants (so far)	47

Upcoming Programs

March 20: Kids' Seed Starter Program (drop-in 1:30 - 4:30pm)

Bloom Again with Books!



Kids'
SEED STARTING



Friday, March 20
Drop In anytime between 1:30 - 4:30

- 1. Plant 2 Starter Pots**

Every child will get to plant 2 starter pots! Master Gardeners will be on hand to assist and answer questions
- 2. Leave One, Take One**

You can take one starter pot home with you and you'll leave the second one at the library so we can all watch them grow together!
- 3. Watch Them Grow!**

Once the plants are big enough and the ground is warm enough, the seedlings left at the library will be transplanted into our garden outside!



March 24: MN Legends & Lore with author/folklorist Jason Lee Willis (6:30pm)

 *Blooming Prairie Branch Library's*
50th Anniversary
Cultural History Series

FREE & OPEN
to the public

Jason Willis
author/folklorist

**MN Legends
& Lore**



Blooming Prairie Branch Library
138 Hwy Ave S
Blooming Prairie, MN 55917

April 6: Storytime with Munchkin (1:00pm)

BLOOMING PRAIRIE BRANCH LIBRARY PRESENTS:

STORYTIME

WITH



**FREE AND
OPEN TO
ALL AGES!**

Munchkin

Blooming Prairie Branch Library
Community Room
138 Hwy Ave S

**April 6, 2026
1:00 PM**

Total Monthly Checkouts	Feb-26
Owatonna Public Library	14,688
Blooming Prairie Branch	1,148

Total Monthly Checkouts	Feb-25
Owatonna Public Library	10,731
Blooming Prairie Branch	1,069

Library Visits	Feb-26
Owatonna Public Library	6,217
Blooming Prairie Branch	774

Library Visits	Feb-25
Owatonna Public Library	6,612
Blooming Prairie Branch	N/A

New Borrowers	Feb-26
Owatonna Public Library	90
Blooming Prairie Branch	6

New Borrowers	Feb-25
Owatonna Public Library	89
Blooming Prairie Branch	6

ILL/Loaned	Feb-26
Owatonna Public Library	1,417
Blooming Prairie Branch	492

ILL/Loaned	Feb-25
Owatonna Public Library	1,113
Blooming Prairie Branch	379

ILL/Borrowed	Feb-26
Owatonna Public Library	1,347
Blooming Prairie Branch	169

ILL/Borrowed	Feb-25
Owatonna Public Library	1,049
Blooming Prairie Branch	215

Library Services Report - February

OVERDRIVE/Libby in February 2026:

681 patrons checked out:|

983 eBooks

1,480 eAudio

35 eBooks/day and 53 eAudio/day in 2/2026

36 eBooks/day and 41 eAudio/day in 2/2025

FREEGAL in February 2026:

10 patrons Downloaded 16 songs

11 patrons Streamed 570 songs

HOOPLA in February 2026:

411 patrons checked out 901 titles

 Blooming Prairie Branch Library's
50th Anniversary
Cultural History Series



March 24 @ 6:30pm

Jason Willis, author/folklorist
"MN Legends & Lore"

June 25 @ 1:00 & 6:30pm

Doug Ohman, photographer/historian
"Heart of the Farm - MN Barns" (1:00)
"Free to All - MN Libraries" (6:30)



October 22 @ 6:30pm

Annette (Dray) Drewes, CEO Wild Rice Connections
"Wild Rice - Gathering the Food that Grows on Water"

November 12 @ 5:30pm

Heidi Bacon, artist/illustrator
"My Grandma Makes Lefse" reading & demo



Movies at the Library



Directed by Rob Reiner

Starring:

Robin Wright

Cary Elwes

Andre the Giant

Join us for the ultimate adventure of True Love and High Adventure! Scaling the Cliffs of Insanity, battling Rodents of Unusual Size, and facing the Pit of Despair—the quest for reunion has never been more perilous or more hilarious.

Don't fall victim to one of the classic blunders—missing this movie!

**Monday,
March 16
6 PM**

Rated PG

1 hr and 38 min

Hopping & Hatching



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, March 19, at 6:00 PM

Ages
12+

LEGO Building Challenges for Teens!

Show off your building skills and flex your
construction know-how!

March 31 | 1p-3p
Gainey Room

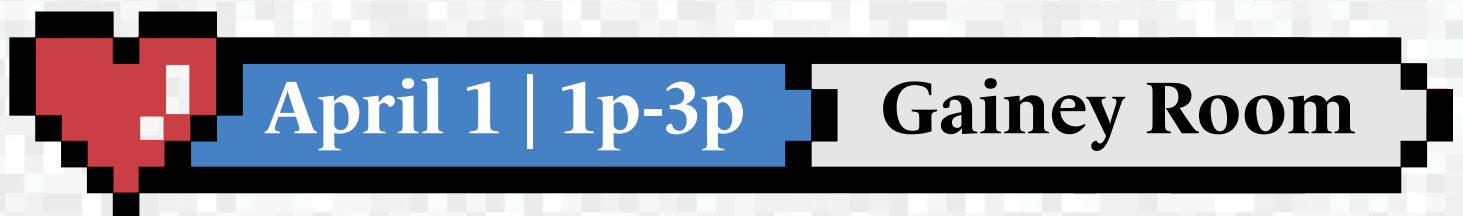


OWATONNA
Public Library

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Battle it out, race around the track, or dance circles around your enemies with our Nintendo Switch*!



*Console and some games provided, but feel free to bring more games or controllers to share!

Family Karaoke Night



Spend time
singing with the
whole family this
Spring Break!

March 30 | 6p-7:30p
Gainey Room



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