



LIBRARY BOARD MEETING
Thursday, April 16, 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 in February or March)
- 5. Children's Services Report**
- 6. Financial Reports**
 - 6.a. Financial Report - April
- 7. Library Use Reports**
 - 7.a. Blooming Prairie Library Use Report- March
 - 7.b. OPL Library Use Report - March
 - 7.c. OPL Library Services Report - March
- 8. SELCO Updates**
- 9. Programs**
 - 9.a. OPL Book Club - April - The Correspondent
 - 9.b. MSB Book Club - April - The Road
 - 9.c. Movie- The Librarians
 - 9.d. Laura Mackenzie The Magic of Celtic Music
- 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.

Fund: 100 GENERAL FUND

Department: 590 LIBRARY

Program: 591 LIBRARY

Period Ending: 4/2026

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-	121.96-	1,746.47-		3,753.53-	31.754	5,919.28-
100-34109-590-591-000000	OTHER REVENUE	1,200.00-	5.82-	52.97-		1,147.03-	4.414	839.31-
Subtotal:		6,700.00-	127.78-	1,799.44-		4,900.56-	26.857	6,758.59-
100-35103-590-591-000000	LIBRARY FINES	1,500.00-	2.00-	267.50-		1,232.50-	17.833	983.99-
Subtotal:		1,500.00-	2.00-	267.50-		1,232.50-	17.833	983.99-
Program number: 591 LIBRARY		190,700.00-	129.78-	2,066.94-		188,633.06-	1.084	188,041.27-
Department number: LIBRARY		190,700.00-	129.78-	2,066.94-		188,633.06-	1.084	188,041.27-
Revenue	Subtotal -----	190,700.00-	129.78-	2,066.94-		188,633.06-	1.084	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		169,193.96		459,910.04	26.894	616,124.25
100-41100-590-591-000000	WAGES - REGULAR PT	293,041.00		70,601.83		222,439.17	24.093	239,053.23
100-41200-590-591-000000	WAGES-TEMP/SEASONAL	29,800.00		3,204.24		26,595.76	10.752	9,865.24
100-41410-590-591-000000	PERA	69,161.00		17,786.22		51,374.78	25.717	62,211.51
100-41420-590-591-000000	FICA	72,824.00		17,642.65		55,181.35	24.226	61,805.68
100-41500-590-591-000000	INSURANCE	102,327.00		25,578.18		76,748.82	24.997	93,357.72
100-41550-590-591-000000	WORKERS COMP INSURAN	5,616.00		1,385.13		4,230.87	24.664	4,798.80
100-41570-590-591-000000	MN PAID LEAVE EXPENS	7,425.00		1,895.36		5,529.64	25.527	
Subtotal:		1,209,298.00		307,287.57		902,010.43	25.410	1,087,216.43
100-42000-590-591-000000	OFFICE SUPPLIES	3,750.00	399.04	1,749.60		2,000.40	46.656	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		649.03		8,350.97	7.211	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	651.68	15,114.74		30,385.26	33.219	39,353.00
100-42520-590-591-000000	LIBRARY MATERIALS -P	7,500.00		514.26		6,985.74	6.857	9,271.89
100-42525-590-591-000000	LIBRARY MATERIALS -	20,000.00				20,000.00		
100-42530-590-591-000000	LIBRARY MATERIALS -	11,000.00		2,738.62		8,261.38	24.897	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	1,050.72	33,561.09		75,588.91	30.748	81,217.10
100-43010-590-591-000000	OTHER PROFESSIONAL S	34,000.00	2,455.00	17,966.82		16,033.18	52.844	38,503.80
100-43121-590-591-000000	PHONE	1,100.00		308.09		791.91	28.008	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			.25-		.25		.10-
100-43220-590-591-000000	TRAVEL & TRAINING	2,250.00		968.12		1,281.88	43.028	277.41
100-43320-590-591-000000	ADVERTISING & PROMOT	800.00				800.00		
100-43400-590-591-000000	MEMBERSHIPS & SUBSCR	1,000.00		215.00		785.00	21.500	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		1,025.00		8,975.00	10.250	13,247.18
100-43720-590-591-000000	REPAIR & MAINT - EQU	5,200.00	110.31	1,098.01		4,101.99	21.116	4,098.34
100-43780-590-591-000000	REPAIR & MAINT - OTH	500.00		99.24		400.76	19.848	803.99
100-43960-590-591-000000	LANDFILL/DISPOSAL FE	1,100.00		109.52		990.48	9.956	657.12
100-43980-590-591-000000	COMPUTER SERVICES	38,000.00	2,410.69	9,642.76		28,357.24	25.376	40,255.43
Subtotal:		116,095.00	4,976.00	36,911.39		79,183.61	31.794	122,747.92

Department: 590 LIBRARY

Program: 591 LIBRARY

Period Ending: 4/2026

Account	Description	Year Budget	Month Actual	Year to Date Actual	Budget Balance	Budget Balance Percent	Prior Year Actual Total	2 Years Prior Actual Total
Program number:	591 LIBRARY	1,434,543.00	6,026.72	377,760.05		1,056,782.95	26.333	1,291,181.45
Department number:	LIBRARY	1,434,543.00	6,026.72	377,760.05		1,056,782.95	26.333	1,291,181.45
Expense	Subtotal -----	1,434,543.00	6,026.72	377,760.05		1,056,782.95	26.333	1,291,181.45
Fund number:	100 GENERAL FUND	1,243,843.00	5,896.94	375,693.11		868,149.89	30.204	1,103,140.18
***** End of Report *****								

Blooming Prairie Library Use Report – March

MARCH	
Circulation	1524
Visits	922
Computer Usage	55
FOL Meeting	8
Book Club	10
Matinee Movies	13
Storytime	22
ECFE Library Night (03.19)	16
Kids' Seed Starter (03.20)	24
Jason Lee Willis (03.24)	14
New Reading Challenge Participants	7 (54 total)

Upcoming Programs





BLOOMING PRAIRIE BRANCH LIBRARY'S

BLOOM AGAIN WITH BOOKS

50th Anniversary Social

BP Servicemen's Club
210 4th St NE
Bloomington Prairie, MN 55917

Friday | **Doors Open**
May 1st | **5:30pm**
| **Program Starts**
| **6:30pm**



Bloomington Prairie Branch Library's **50th Anniversary** *Family Picnic*

Bounce House!

Saturday, May 2nd
11:00am – 2:00pm

Food!

Yard Games!

Where:
Behind the Library in
the parking lot and into
the lawn by B to Z
Hardware's greenhouse

and More!

Owatonna Public Library - Board Reports

Total Monthly Checkouts	Mar-26
Owatonna Public Library	16,254
Blooming Prairie Branch	1,524

Library Visits	Mar-26
Owatonna Public Library	6,741
Blooming Prairie Branch	922

New Borrowers	Mar-26
Owatonna Public Library	56
Blooming Prairie Branch	8

ILL/Loaned	Mar-26
Owatonna Public Library	1,242
Blooming Prairie Branch	481

ILL/Borrowed	Mar-26
Owatonna Public Library	1,163
Blooming Prairie Branch	262

OPL and BLO Statistics

Total Monthly Checkouts	Mar-25
Owatonna Public Library	12,062
Blooming Prairie Branch	1,232

Library Visits	Mar-25
Owatonna Public Library	7,140
Blooming Prairie Branch	N/A

New Borrowers	Mar-25
Owatonna Public Library	76
Blooming Prairie Branch	5

ILL/Loaned	Mar-25
Owatonna Public Library	1,108
Blooming Prairie Branch	464

ILL/Borrowed	Mar-25
Owatonna Public Library	1,089
Blooming Prairie Branch	252

Library Services Report – March 2026

OVERDRIVE/Libby in March 2026:

748 patrons checked out:

1,057 eBooks

1,681 eAudio

34 eBooks/day and 54 eAudio/day in 3/2026

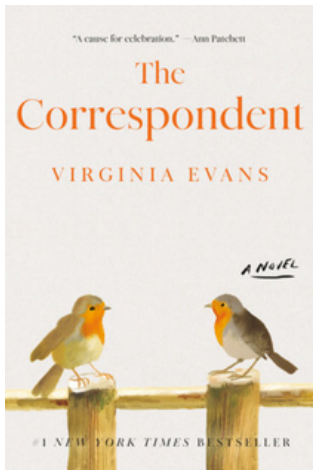
41 eBooks/day and 39 eAudio/day in 3/2025

HOOPLA in March 2026:

458 patrons checked out 1,017 titles

OWATONNA PUBLIC LIBRARY BOOK CLUB

MONDAY, APRIL 13

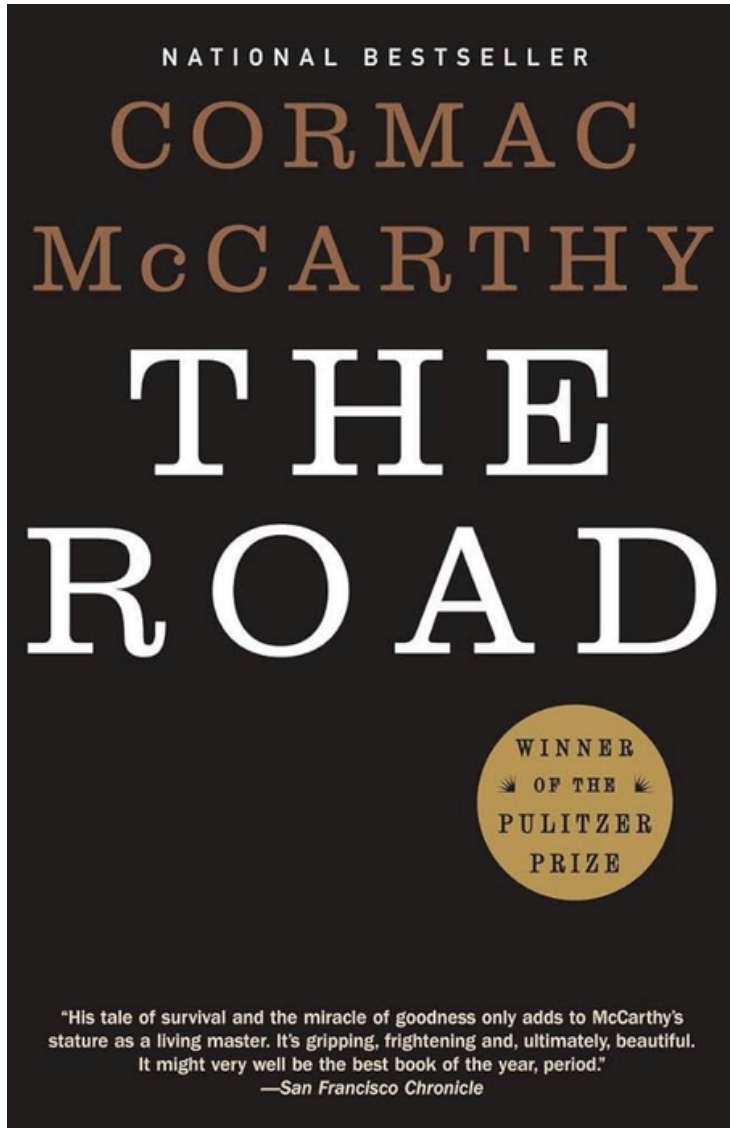


**1 PM or
6 PM**

Attend either
session.

The Reading Tap at MSB

TUESDAY, APRIL 14 | 6 PM



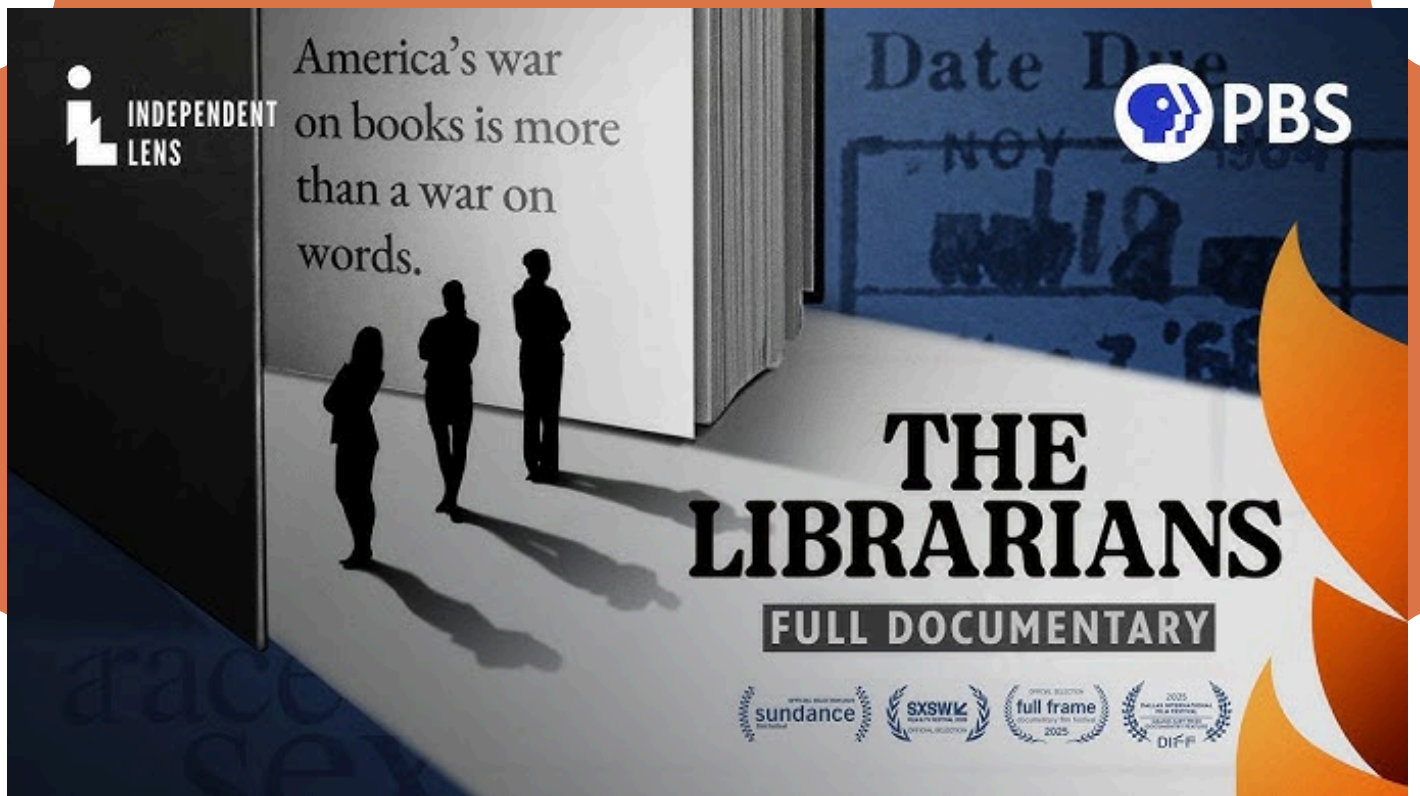
Looking for a new twist on a book club? Join us at the Mineral Springs Brewery!

The Road is a stark, haunting story about a father and his young son traveling through a bleak, post-apocalyptic landscape. As they struggle to survive, the pair rely on each other for hope and humanity while searching for safety in a world that has largely fallen apart.



OWATONNA
Public Library

Movies at the Library



When lawmakers seek to review a list of books, librarians find themselves on the frontlines of a national battle. Across the U.S., librarians face the impact of uniting against library collection standards that include restrictions on race-related and LGBTQIA+ content. Drawing on historical context, *The Librarians* explores the broader implications for education and public life.

Monday, April 20

6 PM

Unrated 1 hr and 25 min

The Magic of Celtic Music with Laura MacKenzie

Thursday, April 30
6 PM

Gainey Room - Third Floor

Fun and engaging for all ages!



Experience a vibrant mix of wooden flutes, whistles, concertina, and bagpipes and how a single breath can become soaring airs and foot-tapping tunes.



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