



LIBRARY BOARD MEETING
Thursday, May 21, 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 Minutes — January
- 5. Children's Services Report**
- 6. Financial Reports**
 - 6.a. Financial Report — May
- 7. Library Use Reports**
 - 7.a. OPL Library Use Report — April
 - 7.b. Blooming Prairie Library Use Report — April
 - 7.c. Library Services Report — April
- 8. SELCO Updates**
- 9. Programs**
 - 9.a. Movie — Matilda May 18
 - 9.b. MSB Book Club — The Last Beekeeper
 - 9.c. OPL Book Club - The Antidote
 - 9.d. 80's Mystery Night May 28
- 10. Library Updates**
- 11. 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: 5/2026

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-	184.43-	2,452.07-		3,047.93-	44.583	5,919.28-
100-34109-590-591-000000	OTHER REVENUE	1,200.00-	.93-	78.66-		1,121.34-	6.555	839.31-
Subtotal:		6,700.00-	185.36-	2,530.73-		4,169.27-	37.772	6,758.59-
100-35103-590-591-000000	LIBRARY FINES	1,500.00-	28.49-	657.29-		842.71-	43.819	983.99-
Subtotal:		1,500.00-	28.49-	657.29-		842.71-	43.819	983.99-
Program number: 591 LIBRARY		190,700.00-	213.85-	3,188.02-		187,511.98-	1.672	188,041.27-
Department number: LIBRARY		190,700.00-	213.85-	3,188.02-		187,511.98-	1.672	188,041.27-
Revenue	Subtotal -----	190,700.00-	213.85-	3,188.02-		187,511.98-	1.672	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		172,753.47		456,350.53	27.460	616,124.25
100-41100-590-591-000000	WAGES - REGULAR PT	293,041.00		73,735.42		219,305.58	25.162	239,053.23
100-41200-590-591-000000	WAGES-TEMP/SEASONAL	29,800.00		3,396.69		26,403.31	11.398	9,865.24
100-41410-590-591-000000	PERA	69,161.00		19,981.53		49,179.47	28.891	62,211.51
100-41420-590-591-000000	FICA	72,824.00		19,852.01		52,971.99	27.260	61,805.68
100-41500-590-591-000000	INSURANCE	102,327.00		29,228.27		73,098.73	28.564	93,357.72
100-41550-590-591-000000	WORKERS COMP INSURAN	5,616.00		1,556.08		4,059.92	27.708	4,798.80
100-41570-590-591-000000	MN PAID LEAVE EXPENS	7,425.00		2,129.28		5,295.72	28.677	
Subtotal:		1,209,298.00		322,632.75		886,665.25	26.679	1,087,216.43
100-42000-590-591-000000	OFFICE SUPPLIES	3,750.00	364.68	2,483.68		1,266.32	66.231	5,429.84
100-42100-590-591-000000	OPERATING SUPPLIES	500.00		1,228.56		728.56	245.712	
100-42110-590-591-000000	CLEANING SUPPLIES	1,250.00				1,250.00		
100-42210-590-591-000000	REPAIR & MAINT SUPPL	9,000.00	24.49	1,944.90		7,055.10	21.610	7,637.68
100-42300-590-591-000000	SMALL TOOLS & MINOR	1,500.00		1,374.00		126.00	91.600	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	353.04	18,675.43		26,824.57	41.045	39,353.00
100-42520-590-591-000000	LIBRARY MATERIALS -P	7,500.00		843.36		6,656.64	11.245	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	77.71	3,851.73		7,148.27	35.016	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	819.92	43,196.50		65,953.50	39.575	81,217.10
100-43010-590-591-000000	OTHER PROFESSIONAL S	34,000.00	2,455.00	20,421.82		13,578.18	60.064	38,503.80
100-43121-590-591-000000	PHONE	1,100.00		408.84		691.16	37.167	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		1,227.67		1,022.33	54.563	277.41
100-43320-590-591-000000	ADVERTISING & PROMOT	800.00				800.00		
100-43400-590-591-000000	MEMBERSHIPS & SUBSCR	1,000.00		335.00		665.00	33.500	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		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		164.28		935.72	14.935	657.12
100-43980-590-591-000000	COMPUTER SERVICES	38,000.00	2,410.69	12,053.45		25,946.55	31.720	40,255.43
Subtotal:		116,095.00	4,865.69	42,312.14		73,782.86	36.446	122,747.92

Department: 590 LIBRARY

Program: 591 LIBRARY

Period Ending: 5/2026

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	5,685.61	408,141.39		1,026,401.61	28.451	1,291,181.45
Department number: LIBRARY		1,434,543.00	5,685.61	408,141.39		1,026,401.61	28.451	1,291,181.45
Expense	Subtotal -----	1,434,543.00	5,685.61	408,141.39		1,026,401.61	28.451	1,291,181.45
Fund number: 100 GENERAL FUND		1,243,843.00	5,471.76	404,953.37		838,889.63	32.557	1,103,140.18
*****	End of Report	*****						

Owatonna Public Library - Board Reports: OPL and BP Statistics

Total Monthly Checkouts	April-26
Owatonna Public Library	15,905
Blooming Prairie Branch	1,359

Library Visits	April-26
Owatonna Public Library	6,607
Blooming Prairie Branch	1,004

New Borrowers	April-26
Owatonna Public Library	69
Blooming Prairie Branch	8

ILL/Loaned	April-26
Owatonna Public Library	909
Blooming Prairie Branch	333

ILL/Borrowed	April-26
Owatonna Public Library	910
Blooming Prairie Branch	156

Total Monthly Checkouts	April-25
Owatonna Public Library	9,735
Blooming Prairie Branch	1,098

Library Visits	April-25
Owatonna Public Library	6,996
Blooming Prairie Branch	N/A

New Borrowers	April-25
Owatonna Public Library	98
Blooming Prairie Branch	1

ILL/Loaned	April-25
Owatonna Public Library	N/A
Blooming Prairie Branch	N/A

ILL/Borrowed	April-25
Owatonna Public Library	N/A
Blooming Prairie Branch	N/A

Blooming Prairie Library Use Report

April

APRIL	
Circulation	1359
Visits	1004
Computer Usage	63
FOL Meeting	13
Book Club	13
Matinee Movies	15
Storytime	38
Storytime with Munchkin (04.06)	26
ECFE Library Night (04.16)	22
Master Gardeners (04.28)	13
Completed Reading Challenges	18

Library Services Report – April 2026

OVERDRIVE/Libby in April 2026:

733 patrons checked out:

986 eBooks

1,640 eAudio

33 eBooks/day and 55 eAudio/day in 4/2026

39 eBooks/day and 42 eAudio/day in 4/2025

HOOPLA in April 2026:

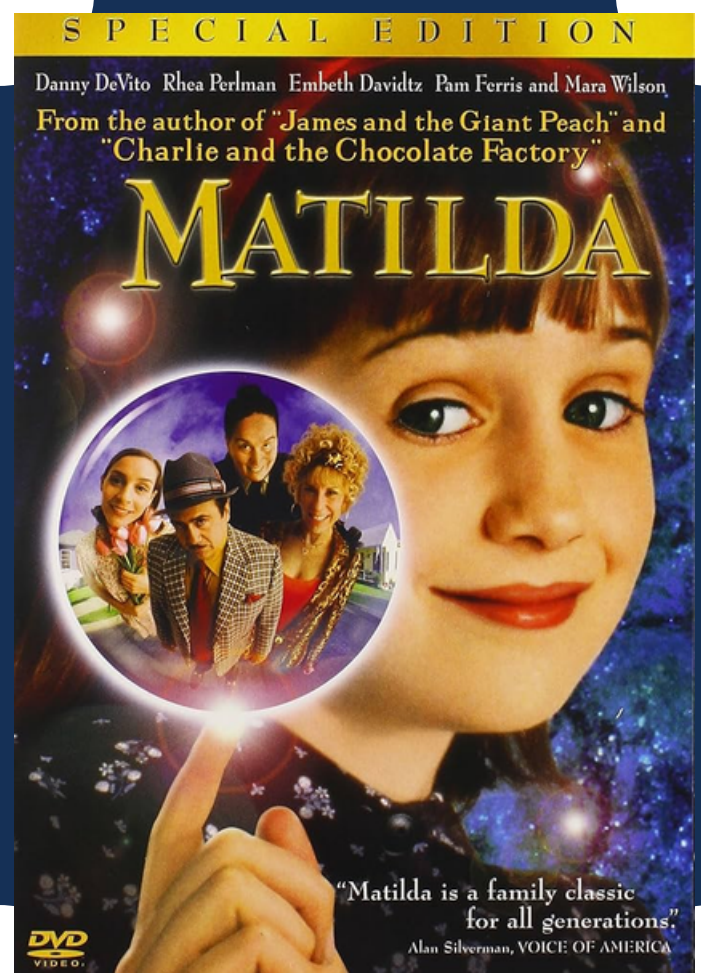
444 patrons checked out 971 titles

Apr 2026

Format	Circulations	Instant Cost
Audiobook	720	\$1955.60
BingePass	9	\$29.91
Comic	30	\$36.46
EBook	139	\$280.33
Movie	55	\$135.51
Music	8	\$11.92
Television	10	\$18.50

INSTANT COST TOTAL: \$2,468.23

Movies at the Library



A girl gifted with a keen intellect and psychic powers uses both to get even with her callous family and free her kindly schoolteacher from the tyrannical grip of a sadistic headmistress.

**Monday,
May 18
2 PM**

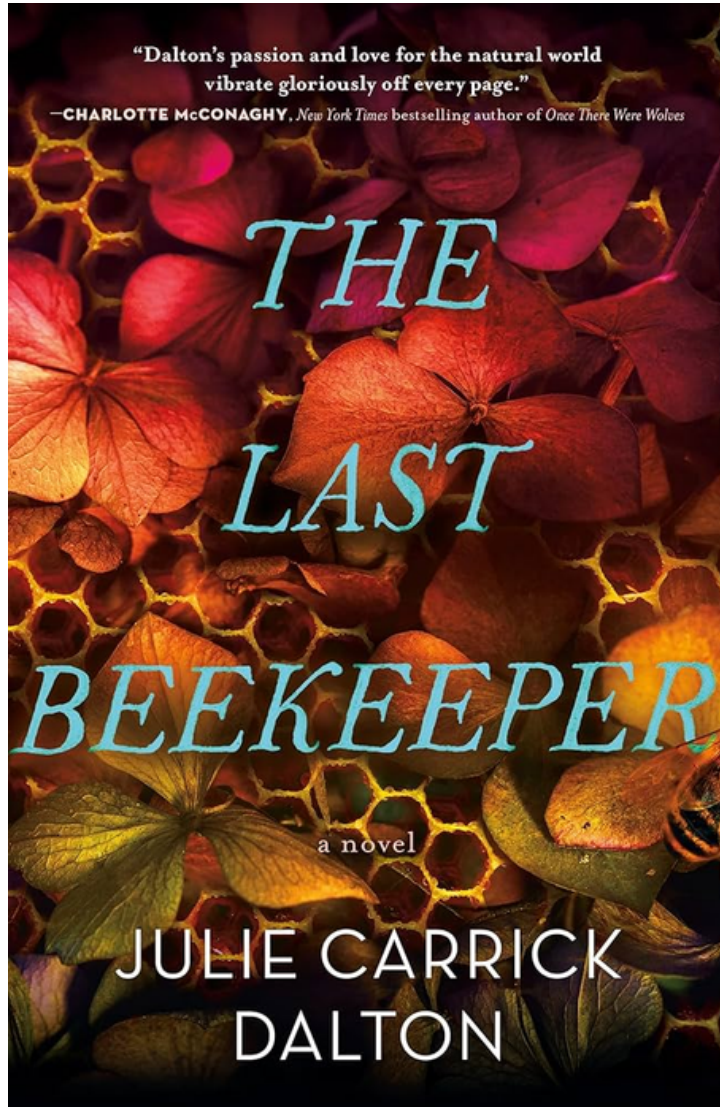
**Directed by:
Danny DeVito
Starring:
Rhea Perlman
Mara Wilson
Danny DeVito**

Rated PG

1 hr and 57 min

The Reading Tap at MSB

TUESDAY, MAY 12 | 6 PM



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

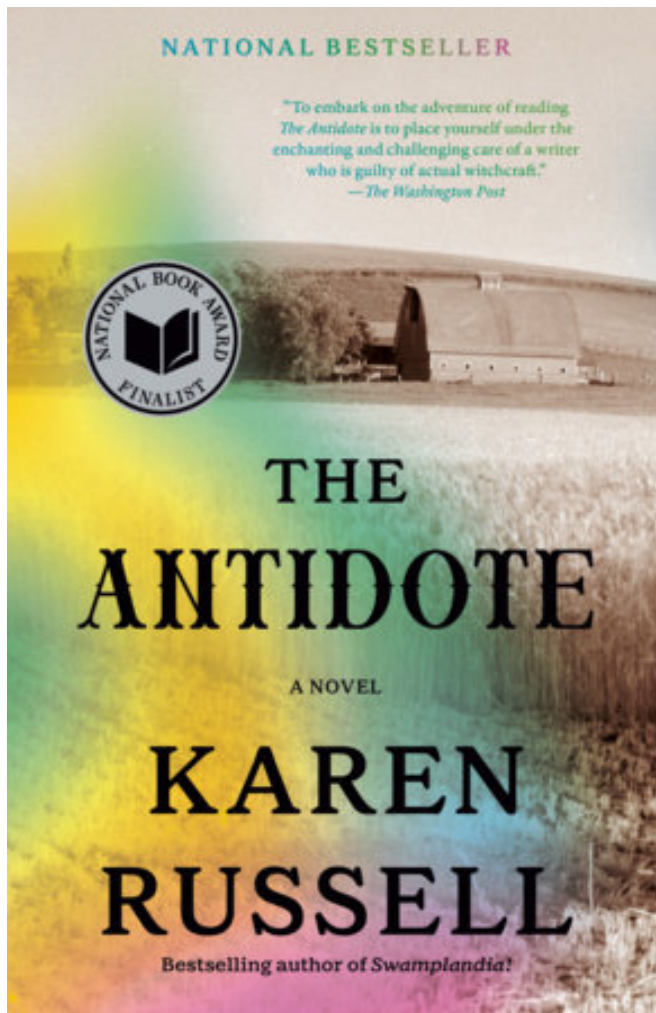
The Last Beekeeper is a dystopian story about a young woman who may discover the last surviving bees—and a hidden truth that could change a broken world.



OWATONNA
Public Library

OWATONNA PUBLIC LIBRARY BOOK CLUB

MONDAY, MAY 11



1 PM or 6 PM

Attend either session.

OWATONNA PUBLIC
LIBRARY

80's

MYSTERY NIGHT

»» Rewind time and solve the crime! ««



May 28,
2026

5-7pm



Bust out the neon leg warmers and
rock your hair-band hair for a night
of 80s dance music...if we can find
DJ Jazzy's DJ board!