



LIBRARY BOARD MEETING
Thursday, June 25, 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. Election of New Officers**
- 5. Approval of Last Meeting Minutes**
 - 5.a. Library Board Minutes May 21, 2026
- 6. Children's Services Report**
- 7. Financial Reports**
 - 7.a. Financial Report — June
- 8. Library Use Reports**
 - 8.a. OPL Library Use Report - May
 - 8.b. Library Services Report - May
 - 8.c. Blooming Prairie Library Services Report
- 9. SELCO Updates**
- 10. Programming**
 - 10.a. Children Services June Summer Reading Events
 - 10.b. Children Services July Summer Reading Events
 - 10.c. Adult Summer Reading Program
 - 10.d. America's 250th
 - 10.e. Bookend Painting
 - 10.f. Saturday Morning Cartoons
 - 10.g. Theodore Roosevelt
- 11. Library Updates**
- 12. Library Renovation Update**



LIBRARY BOARD MEETING MINUTES DRAFT
Thursday, May 21, 2026, at 4:30 PM Gainey Room,
Owatonna Public Library

The Owatonna Public Library Board of Trustees held the monthly meeting on Thursday May 21, 2026. The meeting was held in the Owatonna Public Library Gainey Room at 4:30pm.

Present: Vice President Quinn Meyer, Trustee Julianna Skluzacek, Trustee Annie Harman, Librarian Darla Lager, Library Director Mark Blando, Administrative Technician Maria Hanson

Absent: Trustee Karen Malin

1. Call to Order

The meeting was called to order by Vice President Quinn at 4:34PM

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

a. Library Board Minutes — January 22, 2026

Trustee Skluzacek moved, and Trustee Harman seconded to approve the minutes of the January 22, 2026, meeting. All ayes, motion approved.

5. Children's Services Report

Lager shared the April Children Services report with the Board. Spring Craft Day was held on April 2nd. Children made a poof ball launcher, popsicle stick baby chick, monster bookmark and bead bunny. Storytime theme last month was the books by Mo Williams. Eight sessions were held with 212 people attending.

Family fun night with ECFE Started in January. Each month we are increasing in attendance. On our last visit, 87 people attended. OPL participated in the first Owatonna Public Schools Special Education Community Resource Fair on April 20 to talk about summer programs. New brochures for summer events were handed out.

6. Financial Reports

6a. Financial Report — May

Blando stated we are at about 33% of the budget. We have had staff savings since about March with the resignation of Assistant Director. This position will be posted soon.

The library is looking into purchasing new equipment. Label printers, a new scanner, and newspaper digitization equipment. We are currently looking into our gap of years in the Owatonna newspapers. Harmon will check with OPP on back issues.

The library approved contractor for work on our roof. In phase one of a 3-year project. Our budget is going well.

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

April was a busy month. 15,905 checkouts and 69 new borrowers. Blando reviewed service reports. New breakdown of Hoopla report. Broke down Hoopla by format outlining number of circulations to cost. Hoopla, we are proud to offer but there is a cost to it.

8. SELCO Updates

Discussion of budget reports for SELCO. They are looking to add another position to their staff. They are looking for additional individuals for delivery services. Steve Harzen is retiring, He is a consultant who has helped with Blooming Prairie and OPL services. Cheryl Hill visited this week to see how things have been going with our new system since implementation.

9. Programs

9.a. Movie — Matilda May 18 Our movies have been hit or miss lately with attendance.

9.b. MSB Book Club — The Last Beekeeper

9.c. OPL Book Club - The Antidote

9.d. 80's Mystery Night May 28 – Featured Allison as our DJ for the night.

Library Con was the culmination of our 125th Anniversary celebration. We shared highlights of the library programs offered during the year. People of all ages came. Activities such as bookend painting, a cake walk, trivia, junk journaling, and lots more. Hanson stated that the people that came stayed for most of the activities. Blando shared that we are going to do it again next year but in a more scheduled format.

Blando shared the difficulty getting people at the MSB Book club. We are missing 20–30 year olds. Maybe books are not the hook. Suggestion from Board members to reach out to

already establish book clubs. Is it location or format? Other ideas include a traveling book club, a walk and talk book club, silent book club, book swap, and book themes. Owatonna Businesswomen now has a book club and the Vibes business in town. Book clubs naturally market to all women.

Suggestion to advertise at Atlantis Hobby. Advertise reading tap on screens at MSB and on their social media. Display posters at the local gyms, or at the Federated gyms to gain more interest.

10. Library Updates

- Mark will be doing Straight Talk next week to talk about the Summer Reading Program.
- Library will have a booth downtown on Thursday June 4, this is also our Summer Reading Program kick off day from 3-6 p.m.
- Blooming Prairie is celebrating their 50th anniversary. Bethany has planned yearlong activities. Allen Eskens, author, gave an opening kickoff speech.
- City of Owatonna partaking in DISC assessment. It reviews how we can all work better together. The city has promoted in-house trainers to run the program. Our first meeting was two weeks ago with another meeting next week. We are excited to be taking part in this.
- We launched a new OPL Newsletter this month. It is called "One Page Left" (OPL). A new media to share happenings at the library. A paper copy was shared with the Board members. Suggestion from the Board to add more book reviews from local people or from our top library users, or from Board members.
- Launching our Makerspace the first of June. We will have forms on the website where patrons can submit designs for 3D printing projects.

Blando asked Board members to give as much advance meeting notice as possible if not attending a meeting. The requirement is to post an announcement on website a minimum of 3 days if meeting date/ time is changed or cancelled.

May is elections of officers' month. The Board unanimously agreed to postpone elections to June. Blando stated the open Board position should be posted soon. He will send an email to the Board when the application is open.

11. Library Renovation Update

No report at this time.

Motions to adjourn were made by Trustee Harman and seconded by Trustee Skluzacek. All ayes. Meeting adjourned at 5:18 p.m.

The next Board meeting will be on Thursday, June 25, 2026, at 4:30pm.

Respectfully submitted by Maria Hanson.

Department: 590 LIBRARY

Program: 591 LIBRARY

Period Ending: 6/2026

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-		244,596.24-
Subtotal:		182,500.00-				182,500.00-		244,596.24-
100-34105-590-591-000000	COPIES & PRINTING	5,500.00-	362.70-	3,257.05-		2,242.95-	59.219	5,919.28-
100-34109-590-591-000000	OTHER REVENUE	1,200.00-	5.35-	115.89-		1,084.11-	9.658	839.31-
100-34900-590-591-000000	REIMBURSEMENTS		63,036.70-	63,036.70-		63,036.70		
Subtotal:		6,700.00-	63,404.75-	66,409.64-		59,709.64	991.189	6,758.59-
100-35103-590-591-000000	LIBRARY FINES	1,500.00-	18.00-	719.26-		780.74-	47.951	983.99-
Subtotal:		1,500.00-	18.00-	719.26-		780.74-	47.951	983.99-
Program number: 591 LIBRARY		190,700.00-	63,422.75-	67,128.90-		123,571.10-	35.201	252,338.82-
Department number: LIBRARY		190,700.00-	63,422.75-	67,128.90-		123,571.10-	35.201	252,338.82-
Revenue Subtotal -----		190,700.00-	63,422.75-	67,128.90-		123,571.10-	35.201	252,338.82-

Department: 590 LIBRARY

Program: 591 LIBRARY

Period Ending: 6/2026

Account	Description	Year Budget	Month Actual	Year to Date Actual	Budget Balance	Budget Balance Percent	Prior Year Actual Total	2 Years Prior Actual Total
100-41000-590-591-000000	WAGES - REGULAR FT	629,104.00		221,226.32		407,877.68	35.165	609,324.29
100-41100-590-591-000000	WAGES - REGULAR PT	293,041.00		101,028.67		192,012.33	34.476	236,618.99
100-41200-590-591-000000	WAGES-TEMP/SEASONAL	29,800.00		4,647.51		25,152.49	15.596	9,748.87
100-41410-590-591-000000	PERA	69,161.00		26,658.90		42,502.10	38.546	62,211.51
100-41420-590-591-000000	FICA	72,824.00		26,552.60		46,271.40	36.461	61,805.68
100-41500-590-591-000000	INSURANCE	102,327.00		38,499.36		63,827.64	37.624	93,357.72
100-41550-590-591-000000	WORKERS COMP INSURAN	5,616.00		2,073.49		3,542.51	36.921	4,798.80
100-41570-590-591-000000	MN PAID LEAVE EXPENS	7,425.00		2,838.38		4,586.62	38.227	
Subtotal:		1,209,298.00		423,525.23		785,772.77	35.022	1,077,865.86
100-42000-590-591-000000	OFFICE SUPPLIES	3,750.00	754.50	3,113.61		636.39	83.030	5,669.96
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	24.79	2,895.35		6,104.65	32.171	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	2,821.59	24,870.47		20,629.53	54.660	39,353.00
100-42520-590-591-000000	LIBRARY MATERIALS -P	7,500.00	63.86	907.22		6,592.78	12.096	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	287.86	4,821.81		6,178.19	43.835	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	3,952.60	52,005.86		57,144.14	47.646	81,457.22
100-43010-590-591-000000	OTHER PROFESSIONAL S	34,000.00	2,455.00	22,888.82		11,111.18	67.320	38,503.80
100-43121-590-591-000000	PHONE	1,100.00	59.88	531.08		568.92	48.280	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		2,645.26		395.26	117.567	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		10,650.00		10,650.00	50.000	21,000.00
100-43710-590-591-000000	REPAIR & MAINT - BLD	10,000.00	2,004.90	3,029.90		6,970.10	30.299	13,247.18
100-43720-590-591-000000	REPAIR & MAINT - EQU	5,200.00	123.87	1,497.12		3,702.88	28.791	4,208.65
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		219.04		880.96	19.913	657.12
100-43980-590-591-000000	COMPUTER SERVICES	38,000.00	2,410.69	14,464.14		23,535.86	38.064	40,255.43
Subtotal:		116,095.00	7,054.34	56,513.43		59,581.57	48.679	122,858.23

Owatonna Public Library - Board Reports: OPL and BP Statistics

Total Monthly Checkouts	May-26
Owatonna Public Library	14,708
Blooming Prairie Branch	1,452

Library Visits	May-26
Owatonna Public Library	10,017
Blooming Prairie Branch	955

New Borrowers	May-26
Owatonna Public Library	109
Blooming Prairie Branch	58

ILL/Loaned	May-26
Owatonna Public Library	1,401
Blooming Prairie Branch	441

ILL/Borrowed	May-26
Owatonna Public Library	1,272
Blooming Prairie Branch	208

Total Monthly Checkouts	May-25
Owatonna Public Library	11,802
Blooming Prairie Branch	1,225

Library Visits	May-25
Owatonna Public Library	10,745
Blooming Prairie Branch	N/A

New Borrowers	May-25
Owatonna Public Library	139
Blooming Prairie Branch	49

ILL/Loaned	May-25
Owatonna Public Library	1,450
Blooming Prairie Branch	418

ILL/Borrowed	May-25
Owatonna Public Library	1,506
Blooming Prairie Branch	280

Library Services Report – May 2026

OVERDRIVE/Libby in May 2026:

716 patrons checked out:

931 eBooks

1,793 eAudio

30 eBooks/day and 58 eAudio/day in 4/2026

1,104 eBooks in May 2025

1,224 eAudio in May 2025

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

HOOPLA in May 2026:

429 patrons checked out 967 titles

May 2026

Format	Circulations	Instant Cost
Audiobook	711	\$1948.08
BingePass	12	\$38.89
Comic	34	\$37.79
EBook	141	\$277.96
Movie	53	\$115.43
Music	11	\$16.39
Television	5	\$9.25

INSTANT COST TOTAL: \$2,443.79

Blooming Prairie Library Services Report - May

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MAY	
Circulation	1452
Visits	955
Computer Usage	40
FOL Meeting	10
Book Club	N/A
Storytime	18
Anniversary Social (05.01)	147
Family Picnic (05.02)	203
1st Grade Lib Visit (05.27)	57

June Events



OWATONNA
Public Library

Professor Norman's Amazing Science



$$E=mc^2$$



OWATONNA
Public Library

**Thursday,
June 18
10 AM**



Schiffelly Puppets



OWATONNA
Public Library

**Thursday,
June 11
10 AM**



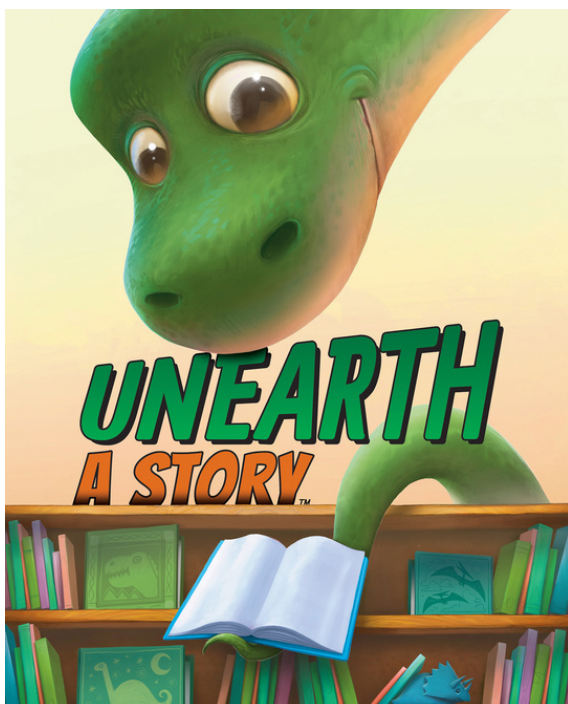
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Barney the Backhoe: Look and Touch



OWATONNA
Public Library

**Wednesday,
June 24
10 - 11 AM**



July Events



OWATONNA
Public Library

LEGO Day



Thursday,
July 2
10 - 11 AM



OWATONNA
Public Library

Sustainable Safari



Thursday,
July 9
10 AM



OWATONNA
Public Library



The Jolly Pops



Thursday,
July 16
10 AM



OWATONNA
Public Library

International Owl Center

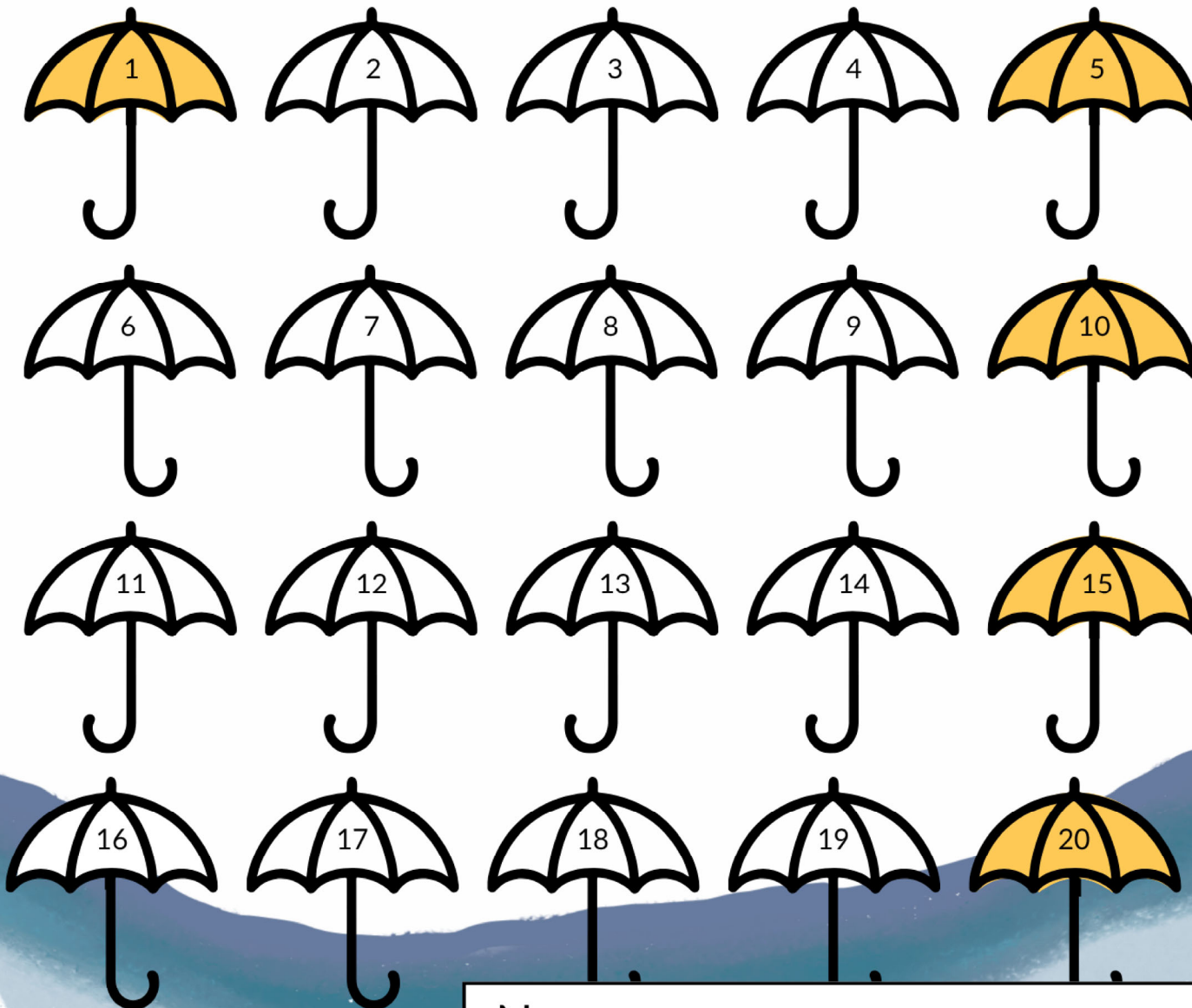


Wednesday
July 22
10 AM

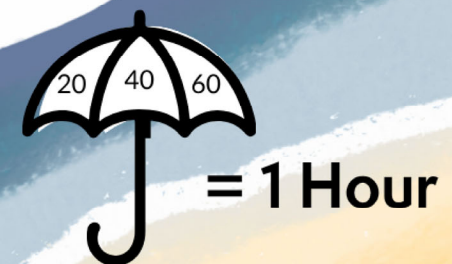


OWATONNA
Public Library

Track Your Minutes!



Use this sheet to track the time you spend reading, listening to audiobooks, or reading aloud to someone else this summer! Time is tracked in 20-minute increments.



When you reach the 1, 5, 10, 15, and 20 hour markers, visit OPL to earn a ticket for our grand prize drawing!

June 4 - August 31, 2026 | Ages 16+

Name: _____
Phone: _____
Email: _____



America's 250th Party Trivia

Monday, June 29 | 6-7:30 PM

Gainey Room, Third Floor



Celebrate America's 250th anniversary with a trivia night! Test your knowledge on everything from history to landmarks to pop culture and surprising facts-there's something for everyone.

Come solo or bring a crew, we'll form teams of 3-5 players on the spot.

Bragging rights and a sweet prize are up for grabs. Don't miss this star-spangled showdown!



Ages 16+



OWATONNA
Public Library

Bookend Painting

Monday, July 6

5-7 PM

Reading Room, Second Floor

Want to leave your mark in the Library? Paint one of our bookends and admire your hard work on our shelves.

No registration required, all supplies provided.

Limited bookends available, Ages 13 and up



OWATONNA
Public Library

Saturday Morning Cartoons

Saturday, July 25

9-11:30 AM

Gainey Room, Third Floor

Remember getting up on a Saturday morning as a kid, pouring a bowl of cereal, and watching cartoons on TV? Join us for some breakfast snacks and some classic Saturday Morning Cartoons, starting with the 70's and working our way up to the present!

Wear your pajamas and bring a cozy blanket to watch cartoons!



PLAY ▶



OWATONNA
Public Library

A Living History Presentation

President Theodore Roosevelt

Monday, July 20

6-7 PM

Gainey Room, Third Floor

Featuring historian
and actor Adam
Lindquist of the
Reenactors
Performance Group
presenting in
character.

Adam Lindquist's Teddy
Roosevelt impersonation
won first place in national
competition in 2011,
2012 and 2013.



OWATONNA
Public Library