



LIBRARY BOARD MEETING
Thursday, July 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. Blooming Prairie Site Update - Bethany Anderson**
- 5. Approval of Last Meeting Minutes**
 - 5.a. Library Board Minutes May 21, 2026
- 6. Election of New Officers**
- 7. Children's Services Report**
- 8. Financial Reports**
 - 8.a. Financial Report — July
- 9. Library Use Reports**
 - 9.a. Library Use Report — June
 - 9.b. Library Services Report — June
 - 9.c. Blooming Prairie Report — June
- 10. SELCO Updates**
- 11. Programming**
 - 11.a. Teddy Roosevelt
 - 11.b. Upcoming Events for August
- 12. Library Updates**
- 13. 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: 7/2026

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-		3,550.84-		1,949.16-	64.561	5,919.28-
100-34109-590-591-000000	OTHER REVENUE	1,200.00-		126.84-		1,073.16-	10.570	839.31-
100-34900-590-591-000000	REIMBURSEMENTS			63,036.70-		63,036.70		
Subtotal:		6,700.00-		66,714.38-		60,014.38	995.737	6,758.59-
100-35103-590-591-000000	LIBRARY FINES	1,500.00-		837.24-		662.76-	55.816	983.99-
Subtotal:		1,500.00-		837.24-		662.76-	55.816	983.99-
Program number: 591 LIBRARY		190,700.00-		67,551.62-		123,148.38-	35.423	252,338.82-
Department number: LIBRARY		190,700.00-		67,551.62-		123,148.38-	35.423	252,338.82-
Revenue Subtotal -----		190,700.00-		67,551.62-		123,148.38-	35.423	252,338.82-

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		263,940.05		365,163.95	41.955	609,324.29
100-41100-590-591-000000	WAGES - REGULAR PT	293,041.00		119,844.91		173,196.09	40.897	236,618.99
100-41200-590-591-000000	WAGES-TEMP/SEASONAL	29,800.00		5,457.51		24,342.49	18.314	9,748.87
100-41410-590-591-000000	PERA	69,161.00		31,238.56		37,922.44	45.168	62,211.51
100-41420-590-591-000000	FICA	72,824.00		31,152.47		41,671.53	42.778	61,805.68
100-41500-590-591-000000	INSURANCE	102,327.00		44,959.95		57,367.05	43.938	93,357.72
100-41550-590-591-000000	WORKERS COMP INSURAN	5,616.00		2,428.84		3,187.16	43.249	4,798.80
100-41570-590-591-000000	MN PAID LEAVE EXPENS	7,425.00		3,324.61		4,100.39	44.776	
Subtotal:		1,209,298.00		502,346.90		706,951.10	41.540	1,077,865.86
100-42000-590-591-000000	OFFICE SUPPLIES	3,750.00	167.73	3,428.80		321.20	91.435	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	25.21	3,365.67		5,634.33	37.396	7,637.68
100-42300-590-591-000000	SMALL TOOLS & MINOR	1,500.00		1,551.72		51.72	103.448	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	277.93	26,143.06		19,356.94	57.457	39,353.00
100-42520-590-591-000000	LIBRARY MATERIALS -P	7,500.00	359.88	1,267.10		6,232.90	16.895	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	73.46	5,709.17		5,290.83	51.902	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	904.21	55,488.92		53,661.08	50.837	81,457.22
100-43010-590-591-000000	OTHER PROFESSIONAL S	34,000.00		22,900.82		11,099.18	67.355	38,503.80
100-43121-590-591-000000	PHONE	1,100.00		593.44		506.56	53.949	1,328.35
100-43122-590-591-000000	POSTAGE	200.00				200.00		161.97
100-43123-590-591-000000	ALARM SERVICES	645.00	308.16	462.24		182.76	71.665	601.62
100-43130-590-591-000000	FINANCIAL PROCESSING			12.23		12.23		.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
100-43504-590-591-000000	INSURANCE CLAIMS			35,095.00		35,095.00		
100-43710-590-591-000000	REPAIR & MAINT - BLD	10,000.00	128.22	3,261.52		6,738.48	32.615	13,247.18
100-43720-590-591-000000	REPAIR & MAINT - EQU	5,200.00		1,665.12		3,534.88	32.022	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	55.81	274.85		825.15	24.986	657.12
100-43980-590-591-000000	COMPUTER SERVICES	38,000.00	2,474.84	16,938.98		21,061.02	44.576	40,255.43
Subtotal:		116,095.00	2,967.03	94,909.24		21,185.76	81.751	122,858.23

Owatonna Public Library - Board Reports: OPL and BP Statistics

Total Monthly Checkouts	June - 26
Owatonna Public Library	18,761
Blooming Prairie Branch	1,853

Library Visits	June - 26
Owatonna Public Library	9,522
Blooming Prairie Branch	N/A

New Borrowers	June - 26
Owatonna Public Library	121
Blooming Prairie Branch	21

ILL/Loaned	June - 26
Owatonna Public Library	2,179
Blooming Prairie Branch	545

ILL/Borrowed	June - 26
Owatonna Public Library	1,992
Blooming Prairie Branch	295

Total Monthly Checkouts	June - 25
Owatonna Public Library	17,798
Blooming Prairie Branch	2,123

Library Visits	June - 25
Owatonna Public Library	8,682
Blooming Prairie Branch	1,021

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

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

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

Library Services Report – June 2026

OVERDRIVE/Libby in June 2026:

754 patrons checked out:

1,017 eBooks

1,904 eAudio

34 eBooks/day and 63 eAudio/day in 6/2026

1,097 eBooks in June 2025

1,333 eAudio in June 2025

37 eBooks/day and 44 eAudio/day in 6/2025

HOOPLA in June 2026:

457 patrons checked out 1,028 titles

Jun 2026

Format	Circulations	Instant Cost
Audiobook	751	\$1977
BingePass	9	\$30
Comic	40	\$62
EBook	149	\$300
Movie	56	\$107
Music	13	\$19
Television	10	\$18

INSTANT COST TOTAL: \$2,513

Blooming Prairie – June Report

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JUNE	
Circulation	1853
Visits	1262
Computer Usage	51
Book Club	10
Storytime	
<i>Jun 9</i>	40
<i>Jun 16</i>	16*
<i>Jun 23</i>	32
<i>Jun 30</i>	11*
SRP Programs	
<i>Brodini/Kickoff (06.04)</i>	100
<i>Schiffelly Puppets (06.11)</i>	34*
<i>Professor Norm (06.18)</i>	101
<i>Book Fair (06.25)</i>	83
Doug Ohman 1:00 (06.25)	7
Doug Ohman 6:30 (06.25)	16
Summer School Visit (06.22)	12

* = rain days

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

Upcoming Events – August

Live Action Oregon Trail Monday, August 3 | 6-7:30 PM

Howdy pardner! Do you have what it takes to survive the Oregon Trail? Have you ever wanted to ford a river or suck venom out of a snake bite? Then join us for a Live Action Oregon Trail! You'll get to choose your own adventure on the trail with a few surprises along the way. Play by yourself or with a group. This event is for all ages!

Book Sale August 6-8

Looking for your next great read? Don't miss the Owatonna Public Library's book sale featuring books, audiobooks, movies, and music for all ages! All proceeds benefit the Library. The Book Sale will be held on Thursday, August 6 from 9 AM to 7 PM; Friday, August 7 from 9 AM to 4 PM; and Saturday, August 8 from 9 AM to 11 AM.

OPL Book Club Monday, August 10

The Emperor of Gladness – Ocean Vuong, 1 and 6 PM

MSB Book Club Tuesday, August 11

Mineral Springs Brewery

The Lost City of Z – David Grann, 6 PM

Puzzle Competition Thursday, August 13 | 6-7 PM

Get ready for a test of focus, speed, and teamwork! Teams of 4 people, ages 16 - adult, will race to complete a 1,000-piece jigsaw puzzle. The first team to finish wins a prize. Register your team today!

Movie at the Library Friday, August 14

2 PM with Rec on the Go at 1 PM!

The Parks and Recreation team is bringing the Rec on the Go Trailer to the Library! Stop by at 1 PM before the movie to enjoy free, hands-on activities for all ages. Then head up to the Gainey Room to watch the movie and enjoy some snacks with us!