

LANESBORO PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Meeting Minutes – March 12, 2025

Location: Lanesboro Community Center and Zoom  
Time: 5:00pm

Present: Sjeila Goetzke, Tamara DeGarmo, Tara Johnson, Mindy Albrecht-Benson, Anna Lane, Mitchell Walbridge, Bonita Underbakke, John Buggs, Darla Taylor, Jennifer Kimball-Olsen, Linda Hennessey, Phil Holtgaard, Betsy Holbrooke

- I. **Call to Order:** Sjeila Goetzke called the meeting to order.  
Swearing in of Anna Lane as a library board member.  
**Public Comments:**  
Phil Holtgaard spoke of his concern about the reduction of the size of the library board. He also gave opinions about some of the city administrator's actions which were objected to.
- II. **Approval of Agenda:** Mindy motioned to approve agenda, seconded by Tamara. Motion carried.
- III. **Approval of the Minutes:** Motion by Mindy to approve the meeting minutes from February 12, 2025. Seconded by Sjeila. Motion carried.  
Approval of the minutes from the special meeting on February 28, 2025: Motion to approve by Mindy, seconded by Anna. Motion carried.
- IV. **Financial Report** presented by Tara. Motion to approve the financial report by Mindy, seconded by Tamara. Motion carried.
- V. **Director's PTO Hours:** No PTO hours to discuss.
- VI. **Circulation Report** was presented by Tara.
- VII. **Standing & Special Committee Reports:**
  - a. City Council Liaison – nothing to report
  - b. Friends of Lanesboro Library Liaison –
    - i. Nonprofit status has been renewed for 2025
    - ii. Joe Dedian's book event went well. His book is called "Good Ole' Days" about a life on a Minnesota farm.

- iii. They discussed the desire to use the high school horticulture class again this year to plant the flowers in the planters outside of the library, as it was a successful endeavor last year.
- iv. The Sons of Norway potluck was successful, and they would repeat that event in that space again.
- v. 2026 is the 100<sup>th</sup> anniversary of the library and they are starting to think of events and ideas that celebrate the library all year long.
- c. SELCO Board Liaison – no update

VIII. **Director's Reports:** Tara shared her report. She reminded the board that the new software has a May 1<sup>st</sup> start date. Tara is considering a ½ day closure of the library to use the time for training for folks who will be using this software (Tara, Eliza, Rae, and Erica).

IX. **New Business:**

- a. New Library board member orientation information was given to Anna.
- b. Review of applications for open library board position. Motion to review and discuss the applicants by Tamara, seconded by Mindy. Motion carried. Motion by Tamara for the recommendation of Mary Junko-Isle, seconded by Mindy. Motion passed.
- c. MN Public Library Annual Report needs to be submitted by April 1<sup>st</sup>, and was provided by Tara for review. The only thing to be updated is the cost of living numbers, which will be provided by Mitchell. Motion to approve the MN Public Library Annual Report by Mindy, seconded by Tamara. Motion carried.
- d. Library Board Bylaws review – Mindy motioned to table the review until next month so that Sjelja, Tara, and Mitchell can meet, review the recent ordinance changes to the library board, and highlight the areas of the bylaws that are impacted by those changes. Seconded by Anna, motion carried.
- e. Library Policies to review – it was asked that Tara provide a draft recommendation of how to review these over the calendar year with her suggested priority. Motion by Mindy, seconded by Anna. Motion carried.

X. **Old Business:**

- a. Library Survey Results: there were 79 responses, offering suggestions for additional programs, services, material, or other ideas that can enhance the library. Mindy offered to review the top 10 suggestions. Anna motioned to table the survey results and review the top 10 suggestions summarized by Mindy for the next meeting, seconded by Sjelja. Motion carried.

XI. **Other Business:**

- a. Comments or Questions – none
- b. Next regular Library Board meeting is **Wednesday April 9<sup>th</sup>, 2025, at 5pm.**

XII. **Adjourn** – with no objections.

A handwritten signature in black ink, reading "Jamarah D. Thomas". The signature is written in a cursive, flowing style.