

LANESBORO PUBLIC LIBRARY

BOARD OF TRUSTEE MEETING

September 10, 2025

<https://us02web.zoom.us/j/86067503946?pwd=H1ITw7Z9onNVj1nfRHNCkm0MHKnRL4.1>

Meeting ID: 860 6750 3946 Passcode: 695864

Location: City Council Chamber

Time: 5:00 p.m.

Agenda:

- I. Call to order
Public Comments
- II. Approval of the Agenda
Motion _____ Second _____
- III. Approval of the Minutes
Motion _____ Second _____
- IV. Financial Report
 - a. Budget balance
 - b. Approval of billsMotion _____ Second _____
- V. Director's PTO Hours: 8 (9/8)
- VI. Circulation report
- VII. Standing & Special Reports
 - a. City Council Liaison
 - b. Friends of the Library Liaison
 - c. SELCO Board Liaison
- VIII. Director's Report
- IX. New Business
 - a. Resignation Tamara DeGarmo
 - b. Mold and/or Mildew in Library
- X. Old Business
 - a. Library Director Schedule
 - b. Summer Reading 2025
 - c. Outreach to School
 - d. Programs 2025 – 2026
 - e. Budget 2026
- XI. Other Business -- 5 minutes
 - a. Comments and Questions
 - b. Next meeting, **October 8, 2025 at 5:00 pm**
- XII. Adjourn

LANESBORO PUBLIC LIBRARY
BOARD OF TRUSTEES
Meeting Minutes – August 13, 2025

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

Board Members: Sjeila Goetzke, Tamara DeGarmo, Anna Lane (via Zoom), Mary Junko-Isle, Mindy Albrecht-Benson
Staff: Tara Johnson, Mitchell Walbridge, Darla Taylor
Community: Linda Hennessey, Sarah Pieper, Alicia Pearson, Bonita Underbakke, Anna Loney, Sheila Walbridge, Vicki Chambard –Torkelson, Bonita Underbakke, Shirley Mulder, Sheila Walbridge, Peter Torkelson, and Sandra Webb

I. **Call to Order:** Sjeila Goetzke called the meeting to order.

Public Comments:

1. Anna Loney – gave a handout she read with her perception of the library board and the director.
2. Sarah Pieper – reviewed past changes of library board structure and comments on remote work.
3. Bonita Underbakke – Talked of advisory status and asking about governing board status related to SELCO.
4. Alicia Pearson – reviewed her perception of the library board's performance.
5. Mitchell Walbridge – addressing the statements of an active lawsuit that was filed by the Fillmore County Attorney.
6. Peter Torkelson – Comments on the library board

II. **Approval of Agenda:** Tamara motioned to approve the agenda, seconded by Mary.

Rollcall:

Goetzke Yes **Lane** Yes **DeGarmo** Yes **Junko-Isle** Yes **Albrecht-Benson** Yes

Motion carried.

III. **Approval of the Minutes:** Mindy motioned to approve the previous minutes with a minor typo that will be corrected and resubmitted by Tamara, seconded by Anna.

Rollcall:

Goetzke Yes **Lane** Yes **DeGarmo** Yes **Junko-Isle** Yes **Albrecht-Benson** Yes

Motion carried.

- IV. **Financial Report** presented by Tara covering budget balance and approval of bills.

Mindy motioned to approve the financial report, seconded by Tamara.

Rollcall:

Goetzke Yes **Lane** Yes **DeGarmo** Yes **Junko-Isle** Yes **Albrecht-Benson** Yes

Motion carried.

- V. **Director's PTO Hours**: none

- VI. **Circulation Report** was presented by Tara.

- VII. **Standing And Special Committee Reports**:

- a. **City Council Liaison** – preliminary budget update. The budget goes to the September city council meeting; this will be the maximum possible amount for the levy.
- b. **Friends of the Library** – no report
- c. **SELCO Board Liaison** – no report

- VIII. **Director's Reports**: Tara shared her report.

- a. **Age Friendly Minnesota** approached the library to share the message addressing agism.
- b. **Book recommendation** from Tara called, Think Again by Adam Grant.

- IX. **New Business**:

- a. **ILS agreement with SELCO**. Mindy motioned to approve the signing of the agreement, seconded by Sjeila.

Rollcall:

Goetzke Yes **Lane** Yes **DeGarmo** Yes **Junko-Isle** Yes **Albrecht-Benson** Yes

Motion carried.

- b. **2026 Budget**. Mitchell gave an overview of the budget and spoke to the budget request and process. The board reviewed each line item to identify what is a negotiable item, should we be asked to reduce the budget after city council review. Mindy motioned to approve the preliminary budget, seconded by Mary.

Rollcall:

Goetzke Yes **Lane** Yes **DeGarmo** Yes **Junko-Isle** Yes **Albrecht-Benson** Yes

Motion carried.

- c. **Library Director's Schedule / remote work agreement**. Mitchell and Tara to meet to review the remote agreement, discuss and return with their feedback. Sjeila motioned to get the Director's schedule and the request framework for remote work would look like, seconded by Mindy.

Rollcall:

Goetzke Yes Lane Yes DeGarmo Yes Junko-Isle Yes Albrecht-Benson Yes

Motion carried.

- d. **Library Hours** – skipped due to the above request with the Director's hours.
- e. **Back to School** – Discussion on how to expand the programs offered, and asking how we strengthen collaboration and bring in more families. Sjeila asked Tara to look at other libraries for what ideas they are doing and bringing to life. Sjeila motioned for Tara to provide an idea wish list of things she would like to do to enhance the relationship with education district, seconded by Anna.

Rollcall:

Goetzke Yes Lane Yes DeGarmo Yes Junko-Isle Yes Albrecht-Benson Yes

Motion carried.

X. Old Business:

- a. **Library Meeting Room** – Tara proposed a purchase of fold up table and some fold up chairs for the room that is currently used for storage. Everyone agreed that this is within her rights of the spending budget she has.
- b. **Libby Selection Guidelines** – Mindy motioned for \$1000 to be used from the donation account for spending on e-books, seconded by Mindy.

Rollcall:

Goetzke Yes Lane Yes DeGarmo Yes Junko-Isle Yes Albrecht-Benson Yes

Motion carried.

- c. **Summer Reading Program** – Discussion on how to track this information program better, distribute this better throughout the community and how to find evidence of efficacy of the program throughout the years. Sjeila is asking about improvement opportunities for programming next year.
- d. **Conduct in the Library Policy and Procedure** – Policy was approved in July 2025 meeting, reviewed the staff procedure.

XI. Other Business:

- a. **Comments or Questions** – Mindy asked for the packets to be delivered at least the Friday before the library board meetings. Tamara asked Mitchell and Tara if there is electronic storage of the paperwork sent out every month.
- b. Next regular Library Board meeting is **Wednesday, September 10, 2025, at 5pm.**

XII. Adjourn: with no objections at 6:41pm

CITY OF LANESBORO
Library Donations Account
August 2025 Financial Summary

2025 Transactions Summary

Month	Amount	Vendor/Receipt	Comment or Item	Fund Account #
January	\$9822.44	Cash Receipt	Close Account	R 211-45500-36230
January	\$1785.61	Junior Library Guild	Customer#JO26859	E 211-45500-230 Books and Movies
January	\$356.29	Visa	Post Bulletin	E 211-45500-233 Periodicals
January	\$383.07	SELCO	Over Drive 2025	E 211-45500-234 Automation/ILS Package
February			No Transactions	
March	\$1082.29	Cash Receipt	Mature CD 669360543	R 211-45500-36230
April			No Transactions	
May			No Transactions	
June			No Transactions	
July			No Transactions	
August	\$100.00	Lanesboro Chamber	Membership Dues	E 211-45500-300 Professional Services
September				
October				
November				
December				

Account Balance 8/25/25

\$8,279.76

Certificate of Deposit-Merchants Bank
6/20/25

\$10,201.95

Maturity Date: 12/20/25

CITY OF LANESBORO
Rose Bell Financial Report
August 2025

2025 Transaction Summary

1/1/25 Opening Balance \$3219.72

Month	Amount	Receipt/Vendor	Comments	Fund Account #
January			No Transactions	
February			No Transactions	
March	\$200	Cash Receipt	Katharine Redmond	R 211-45500-36230
April			No Transactions	
May			No Transactions	
June			No Transactions	
July			No Transactions	
August			No Transactions	
September				
October				
November				
December				

Rose Bell Balance as of 8/25/25

\$3,419.72

Library	2025 Budget	January	February	March	April	May	June	July	August	YTD Total	Budget%
E 211-45500-100 Wages and Salaries	\$ 63,049.60	\$ 4,773.28	\$ 4,787.20	\$ 4,787.20	\$ 4,787.20	\$ 4,787.20	\$ 4,787.20	\$ 7,180.80	\$ 4,787.20	\$ 40,677.28	65%
E 211-45500-103 Part-Time Employees	\$ 19,858.32	\$ 1,247.88	\$ 1,313.92	\$ 2,002.69	\$ 1,408.62	\$ 1,022.86	\$ 1,632.86	\$ 1,982.43	\$ 961.60	\$ 11,572.86	58%
E 211-45500-121 PERA	\$ 6,218.09	\$ 426.25	\$ 437.59	\$ 482.43	\$ 439.59	\$ 392.36	\$ 462.01	\$ 664.32	\$ 414.58	\$ 3,719.13	60%
E 211-45500-122 FICA	\$ 6,342.46	\$ 460.62	\$ 466.73	\$ 519.42	\$ 473.97	\$ 444.46	\$ 491.13	\$ 700.99	\$ 439.78	\$ 3,997.10	63%
E 211-45500-131 Employer Paid Health	\$ 12,425.84	\$ 1,032.28	\$ 1,032.28	\$ 1,032.28	\$ 1,032.28	\$ 1,032.28	\$ 1,032.28	\$ 1,051.51	\$ 1,032.28	\$ 8,277.47	67%
E 211-45500-134 Employer Paid Life	\$ 533.68	\$ 40.43		\$ 121.29		\$ 40.43	\$ 40.43	\$ 38.43	\$ -	\$ 281.01	53%
E 211-45500-135 Employer Paid Other(cell)	\$ 600.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 400.00	67%
E 211-45500-150 Worker s Comp	\$ 550.25					\$ 408.64				\$ 408.64	74%
E 211-45500-170 Bonding	\$ 184.36	\$ 184.36								\$ 184.36	100%
E 211-45500-208 Meetings / Trainings(safety)	\$ 157.50	\$ 133.62		\$ (38.13)						\$ 95.49	61%
E 211-45500-210 Operating Supplies	\$ 500.00									\$ -	0%
E 211-45500-230 Books & Movies	\$ 6,000.00	\$ 1,985.57	\$ 497.14	\$ 884.35	\$ 1,275.94	\$ 584.59	\$ 563.69	\$ 531.99	\$ 379.96	\$ 6,703.23	112%
E 211-45500-233 Periodicals	\$ 400.00	\$ 399.29								\$ 399.29	100%
E 211-45500-234 Automation	\$ 3,300.00	\$ 642.30	\$ 259.23		\$ 259.23	\$ 259.23	\$ 259.23	\$ 527.14		\$ 2,206.36	67%
E 211-45500-236 Program Expense	\$ 700.00							\$ 470.00	\$ 275.00	\$ 745.00	106%
E 211-45500-237 Computer Lease	\$ 3,000.00						\$ 3,000.00			\$ 3,000.00	100%
E 211-45500-238 PO Box Rental	\$ 160.00						\$ 154.00			\$ 154.00	96%
E 211-45500-300 Pprofessional Services	\$ 628.00						\$ 230.00		\$ 100.00	\$ 330.00	53%
E 211-45500-318 Security Subscription	\$ 300.00			\$ 71.04			\$ 70.71	\$ 162.75		\$ 304.50	102%
E 211-45500-321 Telephone	\$ 1,200.00	\$ 89.13	\$ 88.75	\$ 87.84	\$ 87.66	\$ 91.04	\$ 86.30	\$ 85.13	\$ 89.99	\$ 705.84	59%
E 211-45500-361 General Liability Ins	\$ 200.14	\$ 200.14								\$ 200.14	100%
E 211-45500-413 Office Equipment Rental	\$ 1,000.00	\$ 104.50	\$ 64.40	\$ 106.15	\$ 85.42	\$ 64.40	\$ 136.37	\$ 85.83	\$ 94.03	\$ 741.10	74%
E 211-45500-430 Miscellaneous	\$ 200.00									\$ -	0%
Subtotal	\$ 127,508.24	\$ 11,769.65	\$ 8,997.24	\$ 10,106.56	\$ 9,899.91	\$ 9,177.49	\$ 12,996.21	\$ 13,531.32	\$ 8,624.42	\$ 85,102.80	67%
R 211-45500-33650 Cnty Funds - Rural Circ.	\$ 34,032.28		\$ 8,508.07		\$ 8,508.07			\$ 8,508.07	\$ -	\$ 25,524.21	75%
R 211-45500-34110 Copy/Fax/Printing/Disk	\$ 500.00	\$ 117.14		\$ 136.07	\$ 226.67		\$ 194.53	\$ 185.00	\$ -	\$ 859.41	172%
R 211-41000-31000 General Property Taxes	\$ 92,525.96	\$ 756.38					\$ 51,345.92		\$ -	\$ 52,102.30	56%
R 211-41000-35103 Library Fines	\$ 150.00	\$ 160.00				\$ 78.00		\$ 83.50	\$ -	\$ 321.50	214%
R 211-45500-36230 Contributions/Donations	\$ 150.00	\$ 9,822.44		\$ 1,332.29				\$ 500.00	\$ -	\$ 11,654.73	7770%
R 211-45500-36232 Non Resident Fee	\$ 150.00								\$ -	\$ -	0%
Subtotal	\$ 127,508.24	\$ 10,855.96	\$ 8,508.07	\$ 1,468.36	\$ 8,734.74	\$ 78.00	\$ 51,540.45	\$ 9,276.57	\$ -	\$ 90,462.15	71%

Lanesboro Public Library Monthly Expenditures September 2025

Date	Expense Type	Invoice #	Company	Cost
09/10/25	Telephone	454042	AcenTek	85.56
09/10/25	Books	82682	CENGAGE	59.23
09/10/25	Books	82425	Merchants Bank	616.44
09/10/25	ILS /PC support /PC lease	53700	SELCO	267.91
09/10/25	Copier	591342211	De Lage	64.40
09/10/25	Supplemental EBooks	53679	SELCO	1000.00
09/10/25	Quarterly Security	841427	Heartland Security	70.71
Total:				
				2164.25
Total:				

TOTAL CIRC. (all items CKO)

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>Door Count</u>					
							<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Jan	2192	1595	1743	1613	1839	1566	751	213	379	428	568	505
Feb	1889	1513	1511	1601	1704	1410	714	197	379	466	585	558
Mar	1206	1847	1977	1897	1809	1681	409	299	573	558	603	594
Apr	477	1668	1914	1794	1730	1361	0	238	477	502	673	469
May	735	1562	1803	1789	1501	1398	0	346	676	576	1302	643
Jun	1585	1631	1786	1748	1566	1202	67	514	651	643	812	600
Jul	1780	1767	1863	1655	1533	1434	248	556	750	631	785	714
Aug	1774	1703	1952	1832	1477	1599	290	585	741	713	667	697
Sep	1685	1841	2047	1656	1643		261	555	662	770	751	
Oct	1604	1715	2015	1630	1652		196	467	645	654	787	
Nov	1488	1575	1779	1616	1330		211	376	428	549	636	
Dec	1335	1393	1744	1700	1473		213	427	322	522	434	

19810 22134 20531 19257

Red color denotes MN Governor's Stay at home order

Monthly Stats

Physical items:

1408

Adult

1149

Juvenile

259

Programs:

1

New library cards:

5

Ebooks / audios:

191

Story times:

1

Meeting room use:

1

Tamara's resignation from the Library Board

Tamara DeGarmo Fri, Aug 29, 11:06 AM (5 days ago)

to S, Mitchell, me

All,

When I applied to be a member of the library board, it was a 7-seat board. Weeks before I was appointed, the board was reduced to 5 seats. Within the first several meetings there were only 3 members left due to resignations. Since that time, I have found animosity, negativity, and volatility that I am not interested in being a part of.

I had never been on a board before, and I was excited to have an opportunity to learn and volunteer my time to the community. This situation was not what I had expected when I signed up to be a part of the library board.

Please consider this notification of resignation from the Lanesboro Library Board.

Sincerely,
Tamara DeGarmo

2025 Board Terms:

Terms through 12/23: Buggs (1st term); Lambrecht (1st term); Lepper (1st term)

Terms through 12/24: Holtegaard (2nd term); Pieper (2nd term)

Terms through 12/25: DeGarmo (Sindelar 2nd term); Junko-Isle (Schultz 3rd term)

Terms through 12/26: Lane (Buggs 2nd term); Albrecht-Benson (Lepper) (1st term);
Goetzke (Lambrecht) (1st term)

Concerns on behalf of the Lanesboro Library Board re: the proposed settlement agreement in the Community Center lawsuit.

*The Lanesboro Library Board would like clarification on key points of the proposed settlement agreement, including:

- a. the length of time the humidity level will be allowed to remain above 55% before countermeasures are taken to ensure the protection of the library materials;
- b. the response time of the contractors if the humidity level rises above 55% or the temperature level falls below 68 degrees;
- c. the number of times the contractors will respond at their own expense to balance the system if the humidity level rises above 55% or the temperature falls below 68 degrees;
- d. at what point the experiment is considered a failure, and a reheat system (heating coil) is installed.

--resolution passed 3/1/99 by the Lanesboro Library Board

2. Issues raised at the mediation session were as follows:
 - a. Defendant alleged that all controls were properly installed and set at the conclusion of the project and that the City of Lanesboro had changed the settings, thus causing the problem of faulty humidity control.
 - b. Tom Manion related the amount of damages for which the City of Lanesboro was seeking reimbursement.

F. A stipulated Settlement Agreement, apparently originated by the Defendants, was signed by Mayor John Brose on March 16, 1999. This agreement specified that the relative humidity level was to be maintained at a specified level.

The stipulated Settlement Agreement further provided that the Contractors were to do the following:

1. Pay the City \$7,500.00.
2. Provide testing of equipment to determine the humidity levels were adequately maintained.
3. Contractors were obligated to visit the building periodically and to properly make adjustments in the system to correct existing problems.
4. If the equipment consistently failed to meet the agreed upon standards, the owner (City of Lanesboro) had the right to commence an action against the contractor(s) for the "cost of making the equipment achieve" the specified standard and "any property damage" sustained as a result of the equipments failure to achieve the prescribed standard.

G. Defendant Contractor(s) has sent Tom Manion three checks for \$2,500.00 each.

H. On July 7, 2000, Tom Manion wrote to Defendant(s) advising that the system was still not working properly and that he would bring before the City Council, at its next regular meeting, that legal action should be insrituted under the terms of the stipulated Settlement Agreement.

Library Costs Involved With Mildew Problems In Community Center

Books

526 books lost

Using average replacement cost per hardcover book of \$15.28, based on Baker & Taylor replacement cost bid, total replacement cost is \$8,037.28. Replacement costs range from \$9.38 to \$33.92.

Book processing, covering per book: \$1.00

Volunteer Hours

Both staff and volunteers donated as of 11/3 approximately 200 hours

Total cost @ \$5.00/hour--\$1,000

If using Kathy's donated time at 125 hours x \$10.73/hr., total cost for her time alone is \$1,341.25, plus 75 hours x \$5/hour=\$375, or total of \$1,716.25. This does not take into account future acquisition and processing of library materials or legal proceedings.

Supplies

Approximately \$25 worth of supplies were damaged by the humidity and mildew, including 3 SELCO Large Print Books Circuit and Fillmore County Audio Circuit boxes, 1 ream of paper, 1 package of memorial book labels, 1 100 count box of legal size white envelopes, and 1 box of pregummed date due slips

Total

\$10,304.53 if using more accurate salary figure for volunteer hours

\$9,588.28 if using lower salary figure for volunteer hours

1999-2000

Core Work Hours:


Monday: 10am - 6pm (Administrative / Circulation Desk)

Tuesday: 9am - 5 pm Administration / SELCO Meetings / Programs

Wednesday: 10am - 6pm Library (Administrative / Circulation Desk)

Thursday: 9am – 5pm Administrative / Programs

Friday: 10am - 6pm Library (Administrative / Circulation Desk) Story time at 9am



Monday 1-6pm
Tuesday 2-7pm
Wednesday 1-6pm
Thursday 2-7pm
Friday 1-6pm
Saturday 9am-2pm
Sunday Closed

To CHECK OUT ITEMS:

- Patron's Library card must be presented

To RENEW ITEMS:

- www.lanesboro.lib.mn.us
- Come to the Library
- Call Library during open hours

To RETURN ITEMS:

- 24/7 drop box

202 Parkway Ave S
P.O. Box 330
Lanesboro MN, 55949

507-467-2649
www.lanesboro.lib.mn.us

The 2025 Summer Reading Program has come to a close, and we want to thank you for a summer full of creativity, connection, and reading. You colored our summer by participating in programs and collaborative library displays, and beat the summer slide by logging thousands of minutes in reading. No matter your age, Summer Reading is a fun and helpful way to set reading and learning goals for ourselves. Thank you to every reader, family, and library staff member who made this

♥ summer a success. ♥

All together:

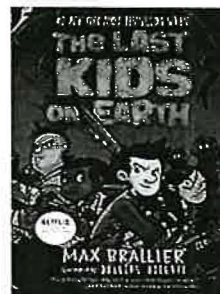
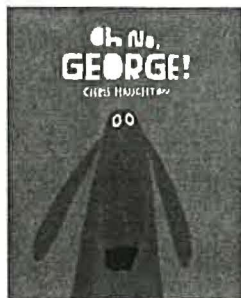
- **27** of you participated in this year's Summer Reading Program.
 - You logged a total of **3,300 minutes**.
 - You shared **book reviews**!

Finishing Prizes:

- Play Ground Equipment (18 votes)
 - Food Shelf (12 votes)
- Camp Companion (19 votes)

BOOK REVIEWS

One of our favorite things about the Summer Reading Program is learning about what you've been reading. The book reviews have given us books to recommend or add to our reading list! Here are a few of your favorites from this summer:



2025-26 Lanesboro Public Schools Outreach:

Contact teachers at school to offer library visits during the school year.
Elementary (library tour and story times) High School (Library Card Drive & Research Papers)

Conversation with school daycare classes for monthly story times.

ECFE event partner.

Rae Rowell (library sub and Title teacher) is a great shared “resource.”

2025-26 Home School Support:

A Lanesboro Public Library card gives access to multiple digital collections including Libby, ProQuest and EBooks Minnesota. Thousands of child-friendly eBooks and audiobooks which can be downloaded in seconds. You can even write and share your own books with MN Writes MN Reads.

Request exact editions of a book or resource using SELCO or MNLINK Interlibrary Loan. With a library card you have access to your local library’s collection – not to mention access to books from hundreds of other libraries across the state and the region.

Technology Challenges? Your library offers public computers and wireless Internet in the library plus a copier/printer for those who need to print, scan or FAX a document.

Struggling with a Reluctant Reader? It can be challenging to find books that interest your child, we love helping anyone find their next great read. Visit, call or email your library for assistance.

Lanesboro Public Library

202 Parkway Ave. S.

[Home](#) › [Hours and Events](#)

Hours and Events

Day	Open	Close
Monday	1:00 p.m.	6:00 p.m.
Tuesday	2:00 p.m.	7:00 p.m.
Wednesday	1:00 p.m.	6:00 p.m.
Thursday	2:00 p.m.	7:00 p.m.
Friday	1:00 p.m.	6:00 p.m.
Saturday	9:00 a.m.	2:00 p.m.
Sunday	Closed	

Events Calendar

< > Aug 2025 – Mar 2026 ▾



29 AUG, FRI

1 SEP, MON

- Library Closed

9 SEP, TUE

- 6pm FOLL Board Meeting
- 6pm Watercolor / Charcoal with Willow

10 SEP, WED

- 5pm Library Board Meeting Lanesboro Public Library

19 SEP, FRI

- 2pm Plant Bingo

24 SEP, WED

- 6pm Fraud Prevention

8 OCT, WED

- 5pm Library Board Meeting Lanesboro Public Library

13 OCT, MON

- Library Closed

GMT-05



For the most up-to-date information, please be sure to check on our website and visit our Facebook page as any changes or additions will be posted in those places first.



Lanesboro Pubic Library
Celebrate 100 Years of Community
1926 -2026

Holder of the oldest Library Card

100th Anniversary Book Mark Contest

Local Authors added to Mural (Leisa Luis Grille)

Author Visits

Cooking class with 1941 Library Cookbook

Invite all former library board members / employees / FOLL to Birthday Party

Library as the Buffalo Bill Honorary Parade chair

Community Read

Evening in the Stacks

Partner with Museum

Partner with Little Free Libraries

Partner with Driftless Fiber Arts Collective

Ice Cream day at the Library (School)

Ask businesses around town to help us celebrate our big birthday with specialty items and discounts: Sip on one of High Court Pub's library-inspired cocktails, enjoy a specialty pizza from Clara's, dive into a library-inspired ice cream at Another Time Ice Cream Parlor, or try our flavorful library brew from Sylvan Brewing.



Wish List Donations

A list of some of the things the library would like to but are beyond the scope of our current budget. If any of these items are of interest to you, please consider donating:

Hoopla or Canopy Subscription

Mango Languages Subscription

Newspaper Subscription

DEMCO Book Shelf Dividers (Dewey)

Wireless Headset with Mic

Cordless Handheld Vacuum

Clorox Wipes

Printer Paper

Cricut Machine

New Book Drop

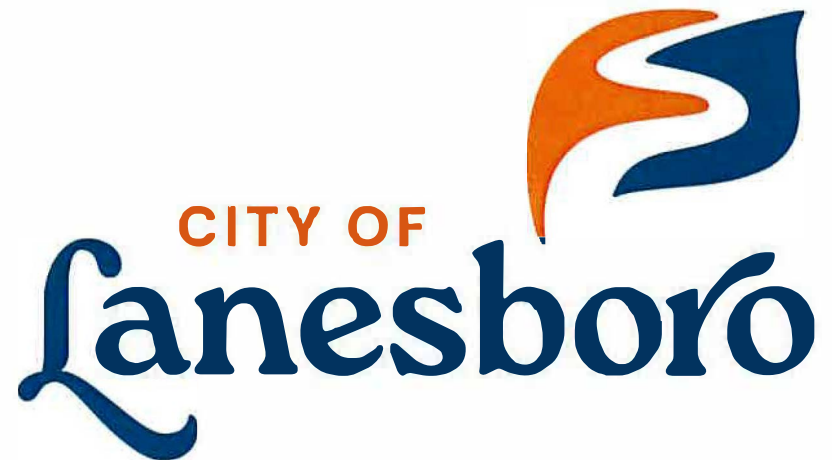


FY2026 Preliminary Budget

Lanesboro Public Library

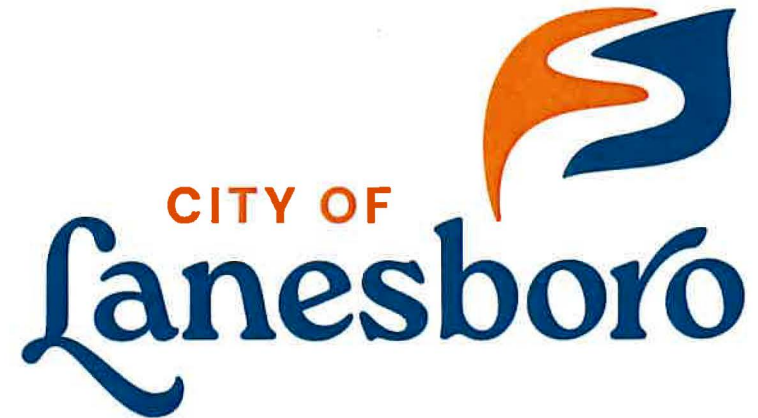
The Budget Process

- July-August: Department managers and staff prepare budget requests and provide budgets to appropriate boards/commissions, if applicable.
- On or before September 30: Cities must adopt their proposed budget and certified the proposed levy to the county auditor.
 - Once cities certify a proposed levy in September, they may decrease the amount when they certify the final levy in December. **However, they may not increase it.**
- Between November 25-December 20: Truth-in-Taxation hearings are held by the city council.
- On or before five working days after December 20: Cities must adopt a final tax levy and certify the final property tax levy with the county auditor.



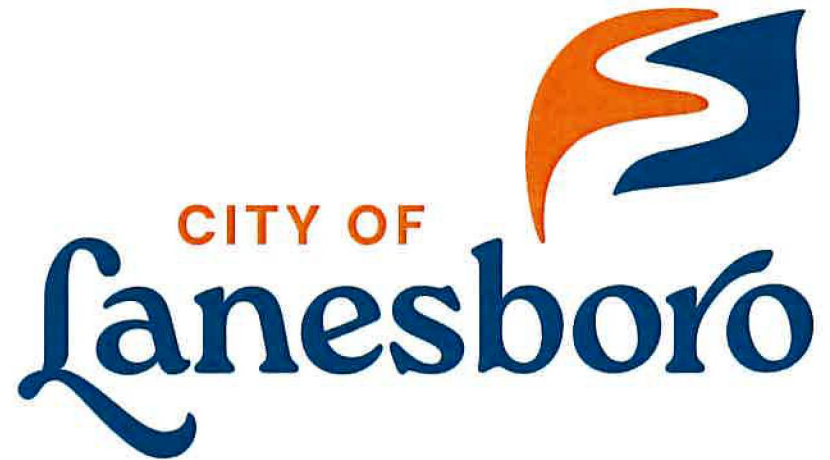
FY2026 Library Budget

- Wages & Salaries: Calculated with a 3.5% COLA plus a step increase for eligible employees.
- Health Insurance: Preliminary premium estimates through the insurance plan are projected to increase 7-17%. However, final figures are not anticipated until closer to October 1. The preliminary budget has a 15% increase incorporated.
- Minnesota Paid Leave Law: The state-administered mandatory paid family and medical leave insurance program begins January 1, 2026.
 - The program provides job protections and partial wage replacement per benefit year, up to a maximum of 20 weeks through a payroll tax applied to all employers.
 - The premium rate for 2026 is 0.88% of each employee's gross wages, of which the employer must contribute a minimum of 50% of the total premium.



FY2026 Library Budget

- With current figures, preliminary expenditures are up 10% with an estimated 13.4% levy increase to cover the expenses.
- Board members should keep the following considerations in mind throughout budget season:
 - Reduction in discretionary spending 2026.
 - Reduction in discretionary expenses for the rest of 2025 to build up the fund balance reserves.
 - Utilization of existing investments to offset the levy -- \$10,201 CD and ~\$24,000 in SELCO investments.



Questions?



2026

Account	Status	Description	Budget 2026	Budget 2025	2024 Budget	2024 Total	2023 Budget	2023 YTD
Library								
E 211-45500-100	Active	Wages and Salaries (GENERAL)	\$ 67,817.00	\$ 63,049.60	\$ 58,800.19	\$ 61,574.60	\$ 54,686.78	\$ 56,452.80
E 211-45500-103	Active	Part-Time Employees	\$ 22,005.00	\$ 19,858.32	\$ 18,728.37	\$ 16,618.90	\$ 17,494.34	\$ 19,157.17
E 211-45500-121	Active	PERA	\$ 6,684.00	\$ 6,218.09	\$ 5,814.64	\$ 5,830.92	\$ 5,413.58	\$ 5,468.96
E 211-45500-122	Active	FICA	\$ 6,818.00	\$ 6,342.46	\$ 7,752.86	\$ 6,111.80	\$ 7,218.11	\$ 5,797.38
E 211-45500-131	Active	Employer Paid Health	\$ 14,215.00	\$ 12,425.84	\$ 12,446.48	\$ 12,446.48	\$ 12,670.04	\$ 12,670.14
E 211-45500-134	Active	Employer Paid Life	\$ 576.00	\$ 533.68	\$ 492.00	\$ 485.16	\$ 453.72	\$ 485.16
E 211-45500-135	Active	Employer Paid Other	\$ 1,260.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ -	\$ 400.00
E 211-45500-150	Active	Worker s Comp (GENERAL)	\$ 523.00	\$ 550.25	\$ 600.00	\$ 500.23	\$ 340.00	\$ 648.84
E 211-45500-170	Active	Bonding	\$ 200.00	\$ 184.36	\$ 200.00	\$ 183.82	\$ 110.00	\$ 183.82
E 211-45500-208	Active	Meetings / Trainings	\$ 166.00	\$ 157.50	\$ 150.00	\$ 150.00	\$ 150.00	\$ -
E 211-45500-210	Active	Operating Supplies (GENERAL)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 55.84	\$ 500.00	\$ 472.87
E 211-45500-230	Active	Books & Movies	\$ 7,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,788.47	\$ 6,000.00	\$ 7,019.22
E 211-45500-233	Active	Periodicals	\$ 400.00	\$ 400.00	\$ 400.00	\$ 343.05	\$ 400.00	\$ 111.81
E 211-45500-234	Active	Automation/ILS Package	\$ 4,200.00	\$ 3,300.00	\$ 3,738.00	\$ 3,086.04	\$ 6,326.44	\$ 3,084.66
E 211-45500-236	Active	Program Expense	\$ 700.00	\$ 700.00	\$ 700.00	\$ -	\$ 700.00	\$ -
E 211-45500-237	Active	Computer Lease/Support	\$ 3,000.00	\$ 3,000.00	\$ 4,230.00	\$ 3,230.00	\$ 2,583.67	\$ 4,330.26
E 211-45500-238	Active	PO Box Rental	\$ 160.00	\$ 160.00	\$ 155.00	\$ 154.00	\$ 130.00	\$ 146.00
E 211-45500-300	Active	Professional Svcs (GENERAL)	\$ 800.00	\$ 628.00	\$ -	\$ -	\$ -	\$ -
E 211-45500-318	Active	Security Subscription	\$ 300.00	\$ 300.00	\$ 300.00	\$ 284.16	\$ 267.85	\$ 280.91
E 211-45500-321	Active	Telephone	\$ 1,200.00	\$ 1,200.00	\$ 1,150.00	\$ 1,066.28	\$ 1,120.00	\$ 1,058.51
E 211-45500-322	Active	Postage	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -
E 211-45500-361	Active	General Liability Ins	\$ 225.00	\$ 200.14	\$ 250.00	\$ 216.88	\$ 250.00	\$ 217.74
E 211-45500-413	Active	Office Equipment Rental	\$ 1,200.00	\$ 1,000.00	\$ 960.00	\$ 1,162.89	\$ 960.00	\$ 1,019.79
E 211-45500-430	Active	Miscellaneous (GENERAL)	\$ 250.00	\$ 200.00	\$ 200.00	\$ 19.94	\$ 250.00	\$ 25.00
			\$ 140,199.00	\$ 127,508.24	\$ 124,167.54	\$ 120,909.46	\$ 118,124.53	\$ 119,031.04

Account	Status	Description	Budget 2026	Budget 2025	2024 Budget	2024 Total	2023 Budget	2023 YTD
Library								
R 211-45500-31000	Active	General Property Taxes	\$ 104,899.00	\$ 92,525.96	\$ 91,391.54	\$ 90,089.35	\$ 86,830.94	\$ 86,223.31
R 211-45500-33650	Active	County Funds - Rural Circ.	\$ 34,500.00	\$ 34,032.28	\$ 33,045.51	\$ 33,045.66	\$ 32,168.60	\$ 32,168.45
R 211-45500-34110	Active	Copy/Fax/Printing/Diskettes	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,075.00	\$ 500.00	\$ 913.18
R 211-45500-35103	Active	Library Fines	\$ 150.00	\$ 150.00	\$ 150.00	\$ 356.49	\$ 125.00	\$ 239.15
R 211-45500-36200	Active	Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
R 211-45500-36210	Active	Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
R 211-45500-36230	Active	Contributions and Donations	\$ 150.00	\$ 150.00	\$ 150.00	\$ 4,842.46	\$ -	\$ 6,217.00
R 211-45500-36231	Active	Contributions & Donation-Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
R 211-45500-36232	Active	Non Resident Fee	\$ -	\$ 150.00	\$ 150.00	\$ -	\$ -	\$ -
			\$ 140,199.00	\$ 127,508.24	\$ 125,387.05	\$ 129,408.96	\$ 119,624.54	\$ 125,761.09