

## LANESBORO PUBLIC LIBRARY BOARD OF TRUSTEES

### Meeting Minutes - October 8, 2025

**Location:** Lanesboro Community Center and Zoom

**Time:** 5:00pm

**Board Members:** Sjeila Goetzke, Anna Lane, Mary Junko-Isle, Mindy Albrecht-Benson

**Staff:** Tara Johnson, Mitchell Walbridge

**Community:** Linda Hennessey, Alicia Pearson, Bonita Underbakke, Anna Loney, Peter Torkelson, Dale Forster, Stacey Schultz, Delia Bell, Jon Nichols, Sandra Webb, Gwen Harmon, Mary Bell, David Hennessey, Tom Brudvig, Sarah Pieper, Betsy Holbrook

**Zoom:** Vicki Chambard, Sheila Walbridge

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

#### Public Comments:

**Alicia Pearson** - city council mix up regarding new board member, will approve member at next board meeting

**Jon Nichols** - Urged board to not cut proposed budget for 2026

**Stacey Schultz** - discussed Banned Book Week, "Censorship is so 1984"

**Peter Torkelson** - expressed confusion about new board member approval process

**Approval of Agenda:** Mindy motioned to approve agenda, Anna seconded, all voted in favor. Motion carried.

**Approval of the Minutes:** Mindy motioned to approve minutes. Sjeila seconded, all voted in favor. Motion carried.

**Financial Report** presented by Tara covering budget balance and approval of bills. Mindy motioned to approve bills, Anna seconded, all voted in favor. Motion carried.

**Director's PTO Hours:** 40 hours used from 9/29/-10/3.

**Circulation Report** was presented by Tara. 1577 circs this last month. Mary asked if it is possible to know the number of different patrons/library cards used in addition to door count. For example, is it 10 people checking out 80 books or 80 people checking out 80 books? Tara will look into it.

#### Standing And Special Committee Reports:

a. **City Council Liaison** - No report.

b. **Friends of the Library** - Meeting is next week, can't show Great Pumpkin due to licensing issues, Mindy and Anna followed up about collaboration.

A handwritten signature in black ink, appearing to be 'A. Lane', is located at the bottom right of the page.

c. **SELCO Board Liaison** - No report.

**Director's Reports:** \$600 check from Acentek from Casual Day Donations; Two programs coming up on 10/14 with Arn Kind about 250th Anniversary of American Revolution, 10/21 Kent Nerburn MN author tour; 2026 is 100th anniversary of Lanesboro Library, so Tara is looking into adding local authors to the mural.

**New Business**

- a. **Welcome to Library Board** - Mindy motioned to table, Mary seconded, all voted in favor. Motion carried.
- b. **Library Board Officers** - Mindy motioned to table, Sjeila seconded, all voted in favor. Motion carried.
- c. **Social Media Policy** - Mindy motioned to approve policy with change that it lists the library director and SELCO as having access to passwords. Anna seconded. All voted in favor. Motion carried.
- d. **Marketing Plan** - Sjeila requested materials and program attendance for this meeting, wanting to expand reach and advertise more. Board requested that Tara implement these three marketing strategies 1) Utility mailers (collaboration with Mitchell on best months to include), 2) Calendar of events pinned to Facebook and Instagram, 3) Follow the goals and the weekly posts listed on document.
  - i. Sjeila motioned to direct Tara to implement this marketing plan, Mary seconded. All voted in favor. Motion carried.

**Old Business**

- a. **Board Book Club** - Will begin last Thursday of January from 6:00-7:00 and continue on the last Thursday of the month. Anna will look into the Friends of Library potluck and see if we can collaborate on the date. Anna will create a sign-up calendar for hosting and share ideas by the next meeting.
- b. **Wish List** - List is a compilation of things over the years, including patron requests. Tara emphasized the need for a new book drop and remote access locker. Book drop would cost roughly 4k-5k between glass cutting and new drop. A remote access locker would cost about \$5600. Encouraged Tara to bring quotes for new book drop to next meeting for board to look at and potentially approve. Sjeila suggested that the CDs go and that could become a tactile wall. In regards to library custodian and gardener, Tara is currently completing these tasks, which is not part of her job description. Mitchell is going to talk with park staff. For the next meeting, Mitchell will also bring signage options to create a short-term parking stall for the library.
  - i. Mindy motioned to start reviewing the wish list quarterly. Mary seconded, all voted in favor. Motion carried.
- c. **Budget** - Mindy provided a list of what is fixed and what is variable. Mitchell recommended the board try to create a 5% budget increase and identify where the priorities are. The board will present a budget to the city council after the next

meeting. Tara and Mitchell clarified that donations can't be used for operations, and they can only be used as intended by the person who donated. They can be used for books, movies, and programming.

**Other Business**

- a. Next meeting is Wednesday, November 12th at 5:00pm.

The meeting adjourned at 6:04pm. No objections.