

**Lanesboro Public Library Board  
Regular Meeting Minutes  
Wednesday, January 14, 2026 – 5:00 p.m.  
Lanesboro City Council Chambers**

**Present:** Mindy Albrecht-Benson, Sjeila Goetzke, Gwen Harmon, Mary Junko-Isle, Anna Lane

**Staff:** Mitchell Walbridge

**Guests:** Linda Hennessey, David Hennessey, Jon Nichol, Anna Loney, Delia Bell, Darla Taylor;  
*Via Zoom* -Sheila, Samsung DT, Sarah Pieper

**Oath of Office** – City Administrator/Clerk administered the Oath of Office to Mary Junko-Isle and Gwen Harmon.

Chairperson Goetzke called the meeting to order at 5:00 p.m.

**A. Public Comments**

- David Hennesy communicated information about the Rose Bell Fund to the board, including history and noted recent contribution.

**B. Agenda Approval:** Member Albrecht-Benson moved to approve the agenda with additions of library hours modification and February meeting date change to new business; Member Lane seconded. Motion carried with all members voting in favor.

**C. Approval of Minutes**

- a. December 10, 2025, Regular Meeting
- b. December 16, 2025, Special Meeting

Member Albrecht-Benson moved to approve the meeting minutes, Member Lane seconded. Motion carried with all members voting in favor.

**D. Financial Report**

- a. Accounts Payable
- b. December 2025 Budget
- c. 2025 Quarter 4 Unaudited Fund Balance: Administrator Walbridge explained the negative budget status, encouraged the board to watch the budget throughout 2026 with the hope of creating a reserve balance for future needs and noted that he would help with monitoring as needed.

Member Albrecht-Benson moved to approve the bills for December 2025, Member Harmon seconded. Motion carried with all members voting in favor.

Member Harmon moved to approval paying the Post Bulletin subscription from the donation fund; Member Albrecht Benson seconded. Motion carried with all members voting in favor.

**E. Circulation Report:** Administrator Walbridge noted that there were a couple of closure dates in December, so the circulation numbers are likely similar when accounting for those. Noted issues with door count calculation and limited social media posts due to transition.

**Committee & Staff Reports**

**A. City Council:** Member Albrecht-Benson informed the board that the resignations of Library Director and Library Assistant were accepted at the most recent meeting.

- B. Friend of the Library Liaison:** FOLL President Anna Loney stated that it would be helpful to have access to post on the library Facebook page as previously allowed. Administrator Walbridge noted that approved library staff could post on behalf of FOLL and referenced library policy. Loney noted the upcoming event for a new book by local authors where FOLL will be serving ice cream and suggested that it would be nice to see similar events for other local authors in the future. Anna Loney, Chair Goetzke, Members Junko-Isle and Albrecht-Benson, and Administrator Walbridge discussed the connection between the library board, FOLL, and Library Director as new staff are hired.
- C. SELCO Board Liaison:** No report was shared.
- D. Director's Report:** Administrator Walbridge noted that work was being done to organize and update records, update vendor information and contacts, and standardize SOPs with regards to Evergreen. Walbridge reported that library services had been maintained to the best of their ability with staffing changes. SELCO computer refresh will happen at the end of January. Member Junko-Isle asked about the summer reading timeline, Administrator Walbridge said that he was attending meetings and getting the process started.

### Continued Business

- A. 2026 Goals:** Member Junko-Isle suggested waiting on this discussion until the new Library Director is hired. Member Albrecht-Benson moved to table until a new director is hired; Member Lane seconded. The motion carried with all in favor.
- B. Lanesboro Public Library Mission Statement:** Administrator Walbridge suggested holding off on this process until the strategic planning process. Member Albrecht-Benson moved to table until the time of strategic planning; Member Harmon seconded. The motion carried with all in favor.
- C. Consider SELCO Foundation/SMIF Memorandum of Understanding:** Administrator Walbridge noted that this is still being looked at. Member Albrecht-Benson moved to table signing the Memorandum of Understanding; Member Harmon seconded. The motion carried with all in favor.
- D. 100th Anniversary of the Lanesboro Public Library:** Administrator Walbridge suggested that the board discuss programming for the 100th anniversary of the library in upcoming meetings. It was suggested to have members submit ideas to be discussed at the February Library Board meeting. Member Junko-Isle mentioned that the FOLL are hoping to hold an event with the history museum and that it might be a good idea to collaborate on that.

### New Business

- A. Election of 2026 Board Officers**
- a.** Chairperson: Member Albrecht-Benson moved to elect Member Goetzke as board chairperson; Member Lane seconded. Motion carried with all members voting in favor.
  - b.** Board Vice-chairperson: Board Chairperson Goetzke moved to elect Member Lane as board vice-chairperson; Member Junko-Isle seconded. Motion carried with all members voting in favor.
  - c.** Secretary: Member Albrecht-Benson moved to elect Member Junko-Isle as secretary; Member Harmon seconded. Motion carried with all members voting in favor.

- B. Resignation of Eliza Mitchell, Assistant Librarian:** Member Lane moved to accept the resignation of Eliza Mitchell, Assistant Librarian; Member Albrecht-Benson seconded. Motion carried with all members voting in favor.
- C. Consider Approval of PTO Balance Payout:** Member Albrecht-Benson moved to approve the PTO balance payout for former Library Director Tara Johnson; Member Junko-Isle seconded. Motion carried with all members voting in favor.
- D. Approve Hire of Sjeila Goetzke, Library Substitute:** Member Junko-Isle noted that the Library Board is not the direct supervisor of the Library Substitute. Administrator Walbridge informed the Board that the hiring of Sjeila Goetzke was to ensure open hours of the library while the positions of Library Director and Library Assistant were being filled. Member Albrecht-Benson moved to approve the hire of Sjeila Goetzke as Library Substitute, Member Harmon seconded. Members Albrecht-Benson, Lane, Harmon, and Junko-Isle voted in favor; Member Goetzke abstained. Motion carried.
- E. I Love to Read Month – February 2026:** Administrator Walbridge informed the board that the library will be running some activities for I Love to Read Month (February) including: a book reading, trivia, and potential collaboration with Lanesboro Public Schools.
- F. Modification of Library Hours:** Administrator Walbridge proposed modifying a change in hours due to staffing needs and noted community need. The proposed hours are Monday, Wednesday, Friday from 12pm-5pm. Tuesday, Thursday 2-7pm and Saturday 9am-1pm. Administrator Walbridge noted that these hours could be reevaluated as new library staff are hired and community needs are evaluated. Member Harmon moved to approve the proposed library hours modification; Member Albrecht-Benson seconded. The motion carried with all members voting in favor.
- G. February Library Board Meeting Date Change:** Member Albrecht-Benson moved to change the date of the February Library Board meeting to February 4th due to conflicts with other community meetings; Member Lane seconded. The motion carried with all members voting in favor.

Chairperson Goetzke adjourned the meeting at 5:38 p.m.

Respectfully submitted,

Mary Junko-Isle  
Secretary