

**Lanesboro Public Library Board
Regular Meeting Agenda
Wednesday, May 13, 2026 – 5:00 p.m.
Lanesboro City Council Chambers**

Zoom is provided as a way to offer more accessibility to council and committee meetings. Full functionality is not guaranteed
<https://us02web.zoom.us/j/89549716078?pwd=HtGINbXCZtsE1s3UJjjLjLbfAQVKE1.1>
Meeting ID: 895 4971 6078 | Passcode: 992204

Call to Order

- A. Public Comments
- B. Agenda Approval
Motion _____ **Second** _____
- C. Approval of Minutes
 - a. Regular Meeting, April 8, 2026
Motion _____ **Second** _____
- D. Financial Report
 - a. Rose Bell Memorial Fund
 - b. Donations Fund
 - c. 2026 Budget YTD
 - d. Approval of Bills
Motion _____ **Second** _____
- E. Circulation Report

Committee & Staff Reports

- A. City Council
- B. Friend of the Library Liaison
- C. SELCO Board Liaison
- D. Director's Report

Continued Business

- A. Update on Direction of 100th Anniversary of the Lanesboro Public Library Planning
- B. Consider Investment of Library Donation Funds
Motion _____ **Second** _____
- C. Update on SELCO Strategic Planning Resources

New Business

- A. Consider SELS Membership Agreement
Motion _____ **Second** _____
- B. Overview of Summer Reading Program
- C. Accept LACF Grant
Motion _____ **Second** _____
- D. Accept Paint the Town Grant
Motion _____ **Second** _____

Next meeting: Wednesday, June 10, 2026 at 5pm

Adjourn Regular Meeting

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

Lanesboro Public Library Board
Wednesday, April 8th – 5:00 p.m.
Lanesboro City Council Chambers

Present: Gwen Harmon, Mary Junko-Isle, Anna Lane, Mindy Albrecht-Benson, Sjeila Goetzke
Staff: Mitchell Walbridge, Luke Wahl

Chairperson Goetzke called the meeting to order at 5:02pm

A. Public Comments

No public comments made.

B. Agenda Approval

Member Albrecht-Benson moved to approve the agenda as provided, Member Lane seconded. All in favor, motion carried.

C. Approval of Minutes

a. Regular Meeting, March 11, 2026

- Member Albrecht-Benson moved to approve the minutes from the March 11th, 2026 meeting with the change of “week” to “month” in regard to the frequency of book talks, Member Lane seconded. All in favor, motion carried.

D. Financial Report

a. Rose Bell Memorial Fund

- No transactions noted for March 2026

b. Donations Fund

- No transactions noted for March 2026

c. 2026 Budget YTD

d. Approval of Bills

- Member Lane asked about the total amount to put away for liability purposes, City Administrator Walbridge stated that he would bring a summary of the audit to the May 2026 meeting. Member Albrecht-Benson asked Director Wahl if it would be possible to make the budget a different format or remove a column.
- Director Wahl noted that there was a bill for Overdrive for \$568.28, noted that it was paid through donations last year but it was a recurring purchase and suggested purchasing out of the Books & Movies budget line and could add it into the budget as a line item in future budgets.
- Chairperson Goetzke asked about the costs of annual large-print subscription and how choosing books through the library’s subscription works. Director Wahl explained the system and noted that we get several books monthly, he was currently looking into modifying standing orders to be different authors or genres.
- Member Junko-Isle moved to approve the bills, Member Harmon seconded. All in favor, motion carried.

- Member Lane moved to pay for the Overdrive subscription from the Books & Movies budget line, Member Harmon seconded. All in favor, motion carried.

E. Circulation Report

- Director Wahl corrected the February 2026 circulation report to consider the Inter-Library loan books differently and included this change in the March 2026 report. He noted that they are planning to create a system to track other things that are required in the annual report. Chairperson Goetzke agreed that these other numbers would be useful.
- Member Junko-Isle asked Director Wahl if there would be a way to record the total number of library cards used each month. Director Wahl said he would look into it.

Committee & Staff Reports

A. City Council

- None to report

B. Friend of the Library Liaison

- Member Junko-Isle noted that FOLL would like to be notified and involved of decisions that involve them in the future and that this would go a long way in maintaining open channels of communication.

C. SELCO Board Liaison

- Member Harmon reported that she has an appointment to receive a SELCO board orientation.

D. Director's Report

- Director Wahl reported submitting the annual report, digitizing records, book tub delivery to Sylvan Manor and Kenilworth Apartments and preparing for upcoming events.
- Director Wahl overviewed the summer reading program of "Plant a seed, read" with a focus on seeds, gardening, growth, and food. He noted looking at tracking, incentives, and connections to the community and that next steps are schedule, booking Legacy funded programs, and determining incentives.

Continued Business

A. Discuss Library Board Book Talk

- Member Albrecht-Benson noted that there was zero attendance at the most recent book talk - she brainstormed with library staff and were thinking that the date should be moved to not conflict with the Wrinkle in Time event.
- Member Albrecht-Benson moved to stop the Library Board Book Talks until fall of 2026, Member Harmon seconded. All in favor, motion carried.

B. Update on Direction of 100th Anniversary of the Lanesboro Public Library planning

- Director Wahl updated the board on the event planning process, mentioning quarterly events, working with community partners and connection with FOLL. Wahl noted current event ideas of: painting a planter, birthday party, and a Christmas tree contest. Member

Albrecht-Benson asked if there was a budget for these events and Director Wahl noted that was still being worked on. Member Albrecht-Benson suggested using donation funds if possible.

- Director Wahl suggested a potential registration fee for the planter event and partnering with community businesses. Member Albrecht-Benson and Director Wahl discussed the time commitment needed to do a planter event in the coming months and decided to table the planter event for now, with a focus on smaller summer options. Director Wahl suggested planting near the gazebo in Sylvan Park, or doing a sidewalk chalk contest.
- Director Wahl noted that the goal is to make these events special enough to honor the Lanesboro Public Library on its anniversary and suggested a large birthday party style event over the summer, potentially bringing in a performer or otherwise using some Legacy funding and connecting to the summer reading program.

New Business

A. Accept SELCO Love Your Library Mini-Grant

- Director Wahl informed the board that the library received a \$500 reimbursable grant from SELCO through their “Love Your Library” program.
- Member Lane moved to accept the SELCO Love Your Library Mini-Grant, Member Albrecht-Benson seconded. All in favor, motion carried.

B. Review Seed Library Policy

- Director Wahl asked the board to approve the Seed Library Policy to change the maximum checkout from 5 packets to 10 packets per person.
- Member Junko-Isle moved to approve changing the Seed Library Policy to change the maximum checkout from 5 packets to 10 packets per person, Member Harmon seconded. All in favor, motion carried.

C. Discuss Development of a New Strategic Plan

- Director Wahl informed the board that the current strategic plan goes through 2026, and explained the different levels of SELCO support, noting that this will take time to develop.
- Chairperson Goetzke noted that in previous meetings, the board had been told that SELCO helped in developing the current strategic plan and that she wasn’t in favor choosing one of the higher SELCO supported pathways, that we could do better than the current plan and it is important for the board and library staff to take ownership over the plan with Director Wahl receiving necessary support from SELCO. Member Junko-Isle agreed with Chair Goetzke.
- Director Wahl suggested that he would be comfortable with the Level 2 support, noting difficulty in getting good stakeholder responses in survey form and having SELCO help would be useful.
- Member Albrecht-Benson moved to have Director Wahl contact SELCO to request Level 2 support in writing the new strategic plan, Chairperson Goetzke seconded. Member Lane

asked if we should let SELCO know that we would rather wait until the fall, after the summer reading program - it was noted that SELCO had mentioned having a several month lead time on strategic planning services at a past meeting and it likely wasn't necessary. All in favor, motion carried.

D. Consider Investment of Library Donation Funds

- City Administrator Walbridge informed the board that per board request the library funds had been removed from SMIF, but had not been received as of the meeting date. Walbridge overviewed the specific options discussed at a prior meeting for the investment of Library Donation Funds.
- Member Junko-Isle expressed concerns about the money being unavailable in some of the options due to potential federal funding cuts, Chairperson Goetzke noted that the donation funds could not be used on operating costs.
- Member Lane asked questions regarding interest rates. City Administrator Walbridge noted that the 4M multi/plus have a more varied portfolio
- Member Junko-Isle suggested waiting on making a decision until we had the money in our possession at the next meeting. Administrator Walbridge suggested board members think about the priorities of this investment.
- Member Lane moved to table the investment of the library donation funds until the check from SMIF is received, Member Albrecht-Benson seconded. All in favor, motion carried.

Chairperson Goetzke adjourned the meeting at 6:14pm.

Respectfully submitted,

Mary Junko-Isle
Secretary

CITY OF LANESBORO
Rose Bell Financial Report
April 2026

2026 Transactions Summary
1/1/26 Opening Balance \$1795.30

Month	Amount	Receipt/Vendor	Comments	Fund Account #
January			No Transactions	
February			No Transactions	
March			No Transactions	
April			No Transactions	
May				
June				
July				
August				
September				
October				
November				
December				

Rose Bell Balance as of 4/24/26

\$1795.30

**CITY OF LANESBORO
Library Donations Account
April 2026 Financial Summary**

2026 Transactions Summary

Month	Amount	Vendor/Receipt	Comment or Item	Fund Account #
January	\$6415.47		Opening 2026 Balance	Fund 211 Cash
January	\$377.89	Visa	Post Bulletin	E 211-45500-233 Periodicals
February			No Transactions	
March			No Transactions	
April			No Transactions	
May				
June				
July				
August				
September				
October				
November				
December				

Account Balance 4/24/26

\$6,037.58

Certificate of Deposit-Merchants Bank

12/20/25

\$10,404.50

Maturity Date: 6/20/26

SMIF Funds Deposited on 4/10/26 in the amount of \$25,164.18

Merchants Bank CD rates as of 4/24/26

3 month 3.70%APY

6 month 3.50%APY

12month 3.20%APY

24 month 3.05%APY

30 month 2.50%APY

36 month 2.50%APY

CITY OF LANESBORO

Library April 2026 Budget YTD

Fund Abbrev	Fund	Dept	Account Descr	Current Period	April 2026 Amt	2026 YTD Amt	2026 YTD Budget	%YTD Budget	Act Status	
Expenditure										
LIBRARY	211	45500	E 211-45500-100	Wages and Salaries	April 2026	\$3,319.08	\$9,810.73	\$67,816.64	14.47%	Active
LIBRARY	211	45500	E 211-45500-103	Part-Time Employees	April 2026	\$1,176.00	\$3,048.84	\$17,895.20	17.04%	Active
LIBRARY	211	45500	E 211-45500-121	PERA	April 2026	\$337.14	\$926.80	\$6,428.39	14.42%	Active
LIBRARY	211	45500	E 211-45500-122	FICA	April 2026	\$321.25	\$939.71	\$6,556.96	14.33%	Active
LIBRARY	211	45500	E 211-45500-131	Employer Paid Health	April 2026	\$2,061.88	\$5,530.03	\$12,425.84	44.50%	Active
LIBRARY	211	45500	E 211-45500-134	Employer Paid Life	April 2026	\$0.00	-\$38.43	\$477.30	-8.05%	Active
LIBRARY	211	45500	E 211-45500-135	Employer Paid Other	April 2026	\$50.00	\$100.00	\$600.00	16.67%	Active
LIBRARY	211	45500	E 211-45500-136	MN Paid Leave	April 2026	\$19.78	\$56.58	\$377.14	15.00%	Active
LIBRARY	211	45500	E 211-45500-150	Worker s Comp	April 2026	\$0.00	\$0.00	\$523.00	0.00%	Active
LIBRARY	211	45500	E 211-45500-170	Bonding	April 2026	\$0.00	\$0.00	\$184.36	0.00%	Active
LIBRARY	211	45500	E 211-45500-208	Meetings / Trainings	April 2026	\$0.00	\$153.56	\$153.50	100.04%	Active
LIBRARY	211	45500	E 211-45500-210	Operating Supplies	April 2026	\$0.00	\$129.47	\$500.00	25.89%	Active
LIBRARY	211	45500	E 211-45500-230	Books & Movies	April 2026	\$565.28	\$939.58	\$7,566.00	12.42%	Active
LIBRARY	211	45500	E 211-45500-233	Periodicals	April 2026	\$39.65	\$460.54	\$400.00	115.14%	Active
LIBRARY	211	45500	E 211-45500-234	Automation/ILS	April 2026	\$267.91	\$1,071.64	\$4,200.00	25.52%	Active
LIBRARY	211	45500	E 211-45500-236	Program Expense	April 2026	\$52.08	\$52.08	\$700.00	7.44%	Active
LIBRARY	211	45500	E 211-45500-237	Computer	April 2026	\$0.00	\$3,420.00	\$3,250.00	105.23%	Active
LIBRARY	211	45500	E 211-45500-238	PO Box Rental	April 2026	\$0.00	\$0.00	\$160.00	0.00%	Active
LIBRARY	211	45500	E 211-45500-300	Professional Srvs	April 2026	\$0.00	\$0.00	\$0.00	0.00%	Active
LIBRARY	211	45500	E 211-45500-318	Security Subscription	April 2026	\$0.00	-\$70.71	\$300.00	-23.57%	Active
LIBRARY	211	45500	E 211-45500-321	Telephone	April 2026	\$87.72	\$346.67	\$1,200.00	28.89%	Active
LIBRARY	211	45500	E 211-45500-322	Postage	April 2026	\$0.00	\$0.00	\$0.00	0.00%	Active
LIBRARY	211	45500	E 211-45500-361	General Liability Ins	April 2026	\$0.00	\$0.00	\$191.22	0.00%	Active
LIBRARY	211	45500	E 211-45500-413	Office Equipment	April 2026	\$87.25	\$336.60	\$1,200.00	28.05%	Active
LIBRARY	211	45500	E 211-45500-430	Miscellaneous	April 2026	\$0.00	\$0.00	\$250.00	0.00%	Active
Revenue										
LIBRARY	211	45500	R 211-45500-31000	General Property	April 2026	\$0.00	\$752.85	\$97,240.31	0.77%	Active
LIBRARY	211	45500	R 211-45500-33650	County Funds -	April 2026	\$8,807.76	\$17,615.53	\$35,315.24	49.88%	Active
LIBRARY	211	45500	R 211-45500-34110	Copies/Fax	April 2026	\$61.80	\$309.37	\$500.00	61.87%	Active
LIBRARY	211	45500	R 211-45500-35103	Library Fines	April 2026	\$0.00	\$58.61	\$150.00	39.07%	Active
LIBRARY	211	45500	R 211-45500-36200	Miscellaneous	April 2026	\$0.00	\$0.00	\$0.00	0.00%	Active
LIBRARY	211	45500	R 211-45500-36210	Interest Earnings	April 2026	\$0.00	\$0.00	\$0.00	0.00%	Active
LIBRARY	211	45500	R 211-45500-36230	Contributions and	April 2026	\$27,164.18	\$27,189.18	\$0.00	0.00%	Active
LIBRARY	211	45500	R 211-45500-36231	Contributions &	April 2026	\$0.00	\$0.00	\$0.00	0.00%	Active
LIBRARY	211	45500	R 211-45500-36232	Non Resident Fee	April 2026	\$0.00	\$0.00	\$150.00	0.00%	Active

Library

Fund Abbrev	Fund	Dept	Account Descr	Current Period	April 2026 Amt	2026 YTD Amt	2026 YTD Budget	%YTD Act Budget Status
((((((((Fund="211")))))))) AND ([[Act Status]="Active")					\$44,418.76	\$73,139.23	\$266,711.10	

**Lanesboro Public Library
Monthly Expenditures Fund 211
April 2026**

Date	Description	Invoice #	Payee	Amount
4/6/26	Periodicals-BookPage Magazine	2170002057	U of MN	39.65
4/6/26	Phone/Fax	13422181	Acentek	86.48
4/6/26	Phone/Fax(Long Distance)	13429998	Acentek	1.24
4/6/26	Program Expense	Clara's Coupons	Visa	52.08
4/15/26	Automation/ILS	054233	Selco	\$267.91
04/15/26	Books and Movies (Over Drive 2026)	054016	Selco	\$565.28
04/15/26	Office Equipment Rental	596515721	De Lage Landen	\$64.40
04/15/26	Office Equipment Rental	5319540	Loffler	\$22.85
			Total	\$1099.89

Circulation Report & Statistics - April 2026

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
January	1595	1743	1613	1839	1566	1183		213	379	428	568	505	319
February	1513	1511	1601	1704	1410	1198		197	379	466	585	558	373
March	1847	1977	1897	1809	1681	1537		299	573	558	603	594	473
April	1668	1914	1794	1730	1361	1450		238	477	502	673	469	462
May	1562	1803	1789	1501	1398			346	676	576	1302	643	
June	1631	1786	1748	1566	1202			514	651	643	812	600	
July	1767	1863	1655	1533	1434			556	750	631	785	714	
August	1703	1952	1832	1477	1599			585	741	713	667	697	
September	1841	2047	1656	1643	1577			555	662	770	751	639	
October	1715	2015	1630	1652	1756			467	645	654	787	654	
November	1575	1779	1616	1330	1518			376	428	549	636	474	
December	1393	1744	1700	1473	1309			427	322	522	434	*	
	19810	22134	20531	19257	17811	5368		4773	6683	7012	8603	6547	1627

Circulation Breakdown

Checkouts	1013
ILL Loaned	270
Overdrive Audiobooks	111
Overdrive E-books	56
Total Circulation	1450

ILL Borrowed 264

Technology Report

Computers Used	122
Wifi Connections	112
Website Traffic	317 Visitors 698 Views
Facebook Posts	= 3
Views	= 763
Engagement	= 65
Net Followers	= +10

Visitor Data

Total Visitors	462
Total Kids	103
Reference Transaction:	49
New Library Cards	4

Merchants Bank Certificate of Deposit*

Certificate of Deposit Term	APY	Return on Investment
3 Month	3.75%	\$232.47
6 Month	3.55%	\$440.64
12 Month	3.30%	\$818.29
24 Month	3.15%	\$1,586.99
30 Month	2.50%	\$1,579.00
36 Month	2.50%	\$1,907.90

Merchants Bank Business Checking = ~2.58%

4M Term Series*

Term	Maturity	Settlement	Net Rate	Return on Investment
10 Months	01/26/2027	04/10/2026	3.70%	\$764.54
13 Months	04/30/2027	04/10/2026	3.75%	\$1,007.34

4M Multi-Class / 4M PLUS Class

Month	4M	4MP
January	3.675%	3.684%
February	3.660%	3.670%
March	3.604%	3.620%
April	3.607%	3.629%
04/07/2026 YTD Yield	3.642%	3.655%

*Assumes investment of \$24,796.67



Southeast Library System - SELS

April 6, 2026

Luke Wahl
Lanesboro Public Library
202 Parkway Avenue South
Lanesboro, MN 55949

Dear Luke,

I am writing to notify you of the SELCO/SELS Board of Directors' decision to terminate the current SELS Membership Agreement between SELS and Lanesboro Public Library to implement a new SELS Membership Agreement.

Please consider this letter as the required sixty (60) day prior written notice, as outlined in the agreement. The effective date of termination will be June 30, 2026. Please email Cindy Dunbar at cdunbar@selco.info to acknowledge receipt of this letter.

The current membership agreement was last reviewed in 2012, and most SELS member libraries signed the agreement in the 1980s. Many terms are outdated, unclear, or no longer reflect how the organization operates. Updating the agreement ensures it reflects current practices, expectations, and the needs of both SELS and its member libraries.

The new SELS Membership Agreement will commence on July 1, 2026.

Please adopt, sign, and return the enclosed copy of the Agreement if you wish to continue membership in SELS. If you would prefer to approve and sign an electronic version of the new SELS Membership Agreement, please send Cindy the name and email address of the appropriate person to receive it.

If you have any questions or require further clarification regarding this process, please contact me at kross@selco.info or 507-288-5513, ext. 3.

Sincerely,

Krista L Ross

Krista L Ross, Executive Director
Southeast Library System - SELS

SELS - Southeast Library System Membership Agreement

Libraries signing this agreement seek to improve library service to their users by participating in the Southeast Library System (SELS). Minnesota Statute, section 134.351, authorizes the establishment of multi-county, multi-type library systems for the purpose of sharing resources among all types of libraries. SELS is designated as the multitype system for libraries in Dodge, Fillmore, Freeborn, Goodhue, Houston, Mower, Olmsted, Rice, Steele, Wabasha, and Winona Counties.

It is understood that the undersigned wishes to participate in the SELS multitype system with no membership fee and agrees to the following terms and conditions.

- I. Each member library agrees to:
 - A. Maintain a bibliographically organized collection of materials that are available for reading, listening, and/or viewing by its clients.
 - B. Share resources with other SELS members
 - C. Provide relevant information about its library resources, staffing, and hours of service. Maintain regular contact with SELS staff to keep contact information current for the library, and allow for such information to be made public. .
 - D. Maintain financial support of its own library at a level which in no way is reduced because of participation in SELS.
 - E. Abide by the membership requirements adopted by the SELCO/SELS Board of Directors and given in the SELS Bylaws. Proposed changes in the bylaws will be distributed to all SELCO/SELS Board members before any Board action.

- II. The programs and services of SELS will be based on the availability of funds appropriated by the State Legislature. Every attempt to provide the listed services will be made; however, SELS retains the right to modify the range of services. SELS will:
 - A. Provide professional development opportunities, including continuing education opportunities, training workshops, special programs, and other professional development events to SELS members at little or no cost.
 - B. Offer grants and scholarships to assist members in their special needs
 - C. Assist in the maintenance of resources on the SELS Website for member libraries, including an online directory of member libraries, staff, and contact information.
 - D. Keep members informed of services and programs
 - E. Provide members an opportunity to be involved in strategic planning.

This membership agreement shall be effective upon approval of the SELCO/SELS Board of Directors, and will remain in effect until July 1, 2029, except that either party may terminate membership in SELS with sixty (60) days of written notice.

If a library chooses to terminate its membership in SELS, all materials, equipment, and other items received from SELS, or items borrowed from other participating libraries, will be promptly returned. Libraries terminating their membership in SELS can make no claims against SELS.

Mary Schneider

2026/04/01

Signature of SELCO/SELS Board President

Date

Name of Library

Type of Library (academic, public, school, special)

Address

City

County

Zip

Signature and Title of Authorized Institutional Office or Chair of Board

Date

Signature of Librarian