

Approved Minutes of Owatonna Public Library Board of Trustees

Owatonna Public Library, Gainey Room

105 North Elm Ave.

Tuesday, July 21, 2020 4:30pm

The Owatonna Public Library Board of Trustees held their monthly meeting on Tuesday, June 16, 2020. In attendance were, Vice President John Pfeifer, Trustee Trudy Severson, Trustee Christy Tryhus, Trustee Karin Malin and Library Director Mark Blando. Absent was President Meredith Erickson.

**1. Call to Order**

The meeting was called to order by Vice President Pfeifer at 4:30pm.

**2. Reminder of Open Meeting Law**

The open meeting law applies to the board meetings.

**3. Public Comments**

No Public Comments. Director Blando will look into ways the public will be able to participate remotely.

**4. Approve Minutes**

Malin moved, Pfeifer seconded to approve the minutes of the May 2020 meeting. The motion was approved.

**5. Financial Report**

After 6 1/2 months, the budget is on track for the year. Blando met with city administration and finance to look over the 2021 budget. He will be presenting the budget to the city council August 18.

**6. Children's Services Report for June 2020**

Beanstack usage continues to be impressive. Since June, we have had over 400 accounts created and nearly 70000 minutes read. Story times continue to be very popular. We are now working on a story stroll for one of the city parks.

**7. Library Use Report**

*Physical Materials circulation, New Borrowers, ILL, Visits  
June 2020 at BPBL OPL*

CKI & CKO - physical items				Jun-20	CKI & CKO - physical items				Jun-19
bp	Checkin	Normal CKI		1,248	bp	Checkin	Normal CKI		1,774
bp	Checkin	Late Checkin		38	bp	Checkin	Late Checkin		216
		<b>BP TOTAL CKI</b>		<b>1,286</b>			<b>BP TOTAL CKI</b>		<b>1,990</b>
bp	Checkout	First Time CKO		781	bp	Checkout	First Time CKO		2,064
bp	Checkout	Phone Renewal		145	bp	Checkout	Phone Renewal		78
bp	Checkout	Other Renewal		33	bp	Checkout	Other Renewal		34
bp	Checkout	Opac Renewal		181	bp	Checkout	Opac Renewal		97
bp		<b>BP TOTAL CKO</b>		<b>1,140</b>	bp		<b>BP TOTAL CKO</b>		<b>2,273</b>

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CKI & CKO - physical items				Jun-20	CKI & CKO - physical items				Jun-19
owat	Checkin	Normal CKI		6,883	owat	Checkin	Normal CKI		13,450
owat	Checkin	Late Checkin		423	owat	Checkin	Late Checkin		2,414
		<b>OPL TOTAL CKI</b>		<b>7,306</b>			<b>OPL TOTAL CKI</b>		<b>15,864</b>
owat	Checkout	First Time CKO		4,176	owat	Checkout	First Time CKO		15,640
owat	Checkout	Phone Renewal		260	owat	Checkout	Phone Renewal		364
owat	Checkout	Other Renewal		173	owat	Checkout	Other Renewal		580
owat	Checkout	Opac Renewal		822	owat	Checkout	Opac Renewal		1,065
owat		<b>OPL TOTAL CKO</b>		<b>5,431</b>	owat		<b>OPL TOTAL CKO</b>		<b>17,649</b>

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New Borrowers June 2020		Library Visits June 2020	
bp	0	bp	NA
owat	16	owat	NA

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ILL/Loaned June 2020		ILL/Borrowed June 2020	
bp	514	bp	253
owat	1,345	owat	1,256

### a. Upcoming Programs

Local Author Joni Oeltjenbruns will be doing a Facebook live program for both Blooming Prairie and Owatonna. She will be presenting on Owatonna at 9:00 AM and in Blooming at 11:00 AM on Friday, August 7th. We continue to look at virtual programming and look to have more online author events in the fall.

### 8. SELCO Update

Overdrive magazines are now live. We have access to 10 different titles that are available all the time. SELCO is also working on the new mobile app and they hope to have it available shortly. The library will also be looking into the amount of print notices that are being sent out via SELCO.

### 9. Library Updates

Staff continues to work hard in providing no-contact delivery. The services is still very popular and patrons continue to tell us how happy they are that we are providing it. We are still waiting for a couple of safety items before we roll out our internet services. We hope to have them ready shortly.

### 10. Renovation Update

Bids are being finalized for the 3<sup>rd</sup> floor bathroom. City Engineer Skov meet with Director Blando to look over traffic flow as it relates to the potential book drop on the north side of the building.

**Adjourn**

A motion was made to adjourn by Tryhus and seconded by Malin. All aye. The meeting adjourned at 5:17pm

Submitted by Mark Blando