



AGENDA

Library Board Meeting

4:00 PM - Thursday, April 9, 2026
City Hall Council Chambers

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New Ulm Public Library Board

Thursday, March 12, 2026
City Council Chambers

Meeting called to order at 4 p.m. by Ruth Ann Webster.

Library Board members in attendance: Nancy Byrne, Lynn Henle, Kaitlin Houlihan, Dustin Sauter, Yvonne Weber, and Ruth Ann Webster.

Library Board members absent: Sarah Berger

Others in attendance: Library Director April Ide, Assistant Library Director Meggin Kitterman, New Ulm Public Access Television (NUCAT).

I) APPROVAL OF AGENDA

Motion: Lynn Henle
Second: Nancy Byrne
Approved

II) APPROVAL OF MINUTES FROM FEBRUARY 12, 2026, MEETING

Motion: Lynne Henle
Second: Dustin Sauter
Approved

III) TRAVERSE DES SIOUX REGIONAL LIBRARY UPDATES

Presented by Stacey Lunsford, Executive Director

Traverse des Sioux Regional Library 2025 Review
TDS Review by the Numbers (Document included in packet.)

2026 Legislative Priorities

Legislative Request: Seeking legislative changes to ensure equitable terms and fair pricing for library eBooks through public contracts.

Example cost comparison for reading “The Women” by Kristin Hannah

Consumers pay:
eAudiobook-\$32.99
eBook-\$14.99
Print Book-\$18.77

Libraries pay:

eAudiobook-\$60 (or more depending on pricing model)
eBook -\$60 (or more depending on pricing model)
Print Book -\$16.50

Legislative Request: \$10M appropriation for Library Construction Grant Funding. Allow flexibility in matching funds. (For example, ability to use non-state money so that USDA or regional funds could be used.) Raise grant cap to \$2M.

Additional Priorities

- Academic Libraries
- Library Safety

IV) FINANCIAL REPORT

We are 17.53% through 2026 and our budget is approximately 16.22% expended. A budget report, balance sheet, and report of February expenses are attached

- Notable expenses include
 - PLA registration for Ide and Kitterman (\$364 each)
 - \$961.57 of cleaning and paper supplies from Hillyard. Usually place larger orders once per quarter or so.
 - \$5,276.47 from Ingram for books (\$89.45 from donations account)
 - \$1,397.54 to Kajeet for annual hotspot service and new SIM cards. We switched from Verizon. Kajeet allows the library streamlined management of hotspot lending, including automatically deactivating overdue hotspots. The library will also save over \$2,200/year on hotspot service and have access to the same mobile network.
 - \$1,091.48 to Uline for new floor mats for the library entrances
- City Council approved the carry forward of the Office Furniture and equipment funds of \$13,545 from 2025. The final invoice for the shelving projects has been paid, totaling \$11,455.

Webster question: Who handles MN Paid Leave requests for the library?

Ide answer: City HR handles leave requests.

VII) LIBRARIAN'S REPORT

- Library Aide Jenny Mosenden resigned, effective February 13. Library Aide Danielle Ahlbrecht rescinded her resignation. We are glad she has decided to stay! Library Assistant Isabella Tice started March 9.
- The Librarian I application closed on March 8. The Library Director and Assistant Director are currently reviewing applications for the Librarian I position. We'll make recommendations to the Human Resources Director as to whom we'd like to interview.
- The Library Director and Reference Librarian are following the same process for the Library Page position, which also closed on March 8.

Stats

- Foot traffic was down 13.5% from February 2025 due to the tax preparation program relocating to the Community Center. Even though foot traffic was down, physical circulation was up 1% over February 2025.
- The Winter Reading Program had 69 participants as of March 6. Patrons have until March 16 to turn in their reading trackers to enter for a chance to win a prize and receive their free book.

Programming

- The Wanda Gag Birthday Party is Saturday, March 14 at 11 a.m. We'll read Gag's "Gone is Gone," make a craft, play games, and eat a snack to celebrate Gag's birthday. The party will be preceded at 11 by the unveiling of the Community Collage banner in the hallway outside the children's room. The mural features portraits of New Ulm residents taken by Josh Madsen. Thank you to the Downtown Action Council, artist Josh Madsen, and Fuel Graphics for creating this extension of the downtown mural in the library. The project was funded by Arts and Cultural Heritage funding, provided by Minnesota taxpayers.
- We are adding a new program, "Magic: The Gathering." The volunteer-led group will meet on the first Saturday of each month from 12-4 p.m. Magic: The Gathering is the world's first and most popular trading card game. Players take turns playing cards strategically to cast spells, summon creatures, and reduce their opponent's life to zero. All are welcome to join the library's Magic: The Gathering group to learn and play. No registration, purchase, or experience is required to join. Those under age sixteen must bring a parent or guardian with them.

Annual Report

- Annual report includes system-level and outlet-level reports. Since New Ulm Public Library only has one location, or outlet, the data is the same for both reports.
- Page 3 of report:
 - Population increased by 63, but total registered users increased by 169, and visits increased by 1,120, or 1.3%
 - Public computer usage increased by 1,059 or 10%. This is largely due to the group of teens who visited us regularly last year.
 - Wireless sessions increased by 29,627 or 48%. I am still researching whether this might be due to devices connecting from neighboring residences.
 - Total physical circulation was down 960, or .7%. Libby circulation was up 2,529 or 12%.
- Page 5 of report
 - Total program attendance was up 1,229, or 18.5%
- Page 7 of report
 - Total physical collection size remained consistent year to year.

Webster question: Are you missing the Tax preparation people?

Ide answer: We appreciated the traffic and additional chances to connect with people, but the meeting room schedules were not working. Library staff still take calls and pass out forms.

Weber question: How is the Knippling group going?

Ide answer: They still meet. Five-nine attend each session.

Weber comment: Years ago there was concern that the art would be forgotten.

Henley comment: The Genealogy group still meets on the third Thursday of each month at 6:30 p.m.

V) ACTION ITEMS

Resolution 2026-04 Approving 2025 Minnesota Public Library Annual Report for New Ulm Public Library

Motion: Lynn Henle

Second: Yvonne Weber

Approved

Henley question: Are magazines available in print only, or also digitally?

Ide answer: Overdrive offers magazine subscriptions, but TdS does not subscribe to this service.

Webster comment: Thank you to Ide for all her work on the extensive report

Ide reply: Thanks to the TdS Automation Librarian for tabulating the statistics all year, making her job much easier.

Sauter question: What changes would you like to see this year?

Ide answer: I'd like to see physical circulation increase to the levels we saw before the pandemic.

VI) OTHER BUSINESS

No other business.

X) ADJOURNMENT

Meeting adjourned at 4:35 p.m.

Respectfully submitted by Meggin Kitterman, Assistant Library Director.

New Ulm Public Library Board

2026 Summary Financial Report
Prepared April 6, 2026

We are 26.3% through 2026 and our budget is approximately 22.75% expended. A budget report, balance sheet, and report of March expenses are attached.

REVENUES	% OF BUDGET
Copy fees	33.35%
Meeting room rental	0.00%
Lost & damaged item fees	31.26%
Miscellaneous	73.90%
Book sale	18.50%

EXPENDITURES	% OF BUDGET SPENT
Salaries regular	22.49%
Salaries part-time	19.67%
Office supplies	2.66%
General supplies	47.18%
Audiovisual supplies	27.31%
Books	17.76%
Electronic resources	76.99%
Computer supplies & equipment	0.16%
Cataloging & processing	50.00%
Communications	16.10%
Travel conferences & schools	18.20%
Printing advertising & promo	46.03%
Contractual maintenance building	16.18%
Contractual maintenance equipment	32.17%
Contractual maintenance books	12.57%
Subscriptions & memberships	24.91%
Miscellaneous	0.00%
Special events programming	1.07%



New Ulm, MN

Budget Report Account Summary

For Fiscal: 2026 Period Ending: 04/30/2026

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 211 - LIBRARY FUND						
Revenue						
211-5500-31010						
Taxes general	1,158,738.00	1,158,738.00	0.00	0.00	-1,158,738.00	0.00 %
211-5500-33631						
Brown County payments	18,100.00	18,100.00	0.00	0.00	-18,100.00	0.00 %
211-5500-34760						
Copy fees	4,000.00	4,000.00	0.00	1,333.99	-2,666.01	33.35 %
211-5500-34762						
Meeting room rental	4,100.00	4,100.00	0.00	0.00	-4,100.00	0.00 %
211-5500-35103						
Library fines	0.00	0.00	0.00	48.43	48.43	0.00 %
211-5500-35104						
Lost & damaged item fees	1,000.00	1,000.00	0.00	312.61	-687.39	31.26 %
211-5500-36200						
Miscellaneous	500.00	500.00	0.00	369.50	-130.50	73.90 %
211-5500-36210						
Interest operating pooled cash	15,000.00	15,000.00	0.00	0.00	-15,000.00	0.00 %
211-5500-36229						
Increase (dec) in fv of invmts	0.00	0.00	0.00	7,100.22	7,100.22	0.00 %
211-5500-36293						
Book sale	500.00	500.00	0.00	92.50	-407.50	18.50 %
211-5500-39100						
Transfer from other funds	2,700.00	2,700.00	0.00	0.00	-2,700.00	0.00 %
Revenue Total:	1,204,638.00	1,204,638.00	0.00	9,257.25	-1,195,380.75	0.77%
Expense						
211-5500-110001						
Salaries regular	548,764.00	548,764.00	17,454.51	123,403.17	425,360.83	22.49 %
211-5500-110006						
Salaries parttime seasonal & t	183,000.00	183,000.00	6,552.72	35,989.21	147,010.79	19.67 %
211-5500-110600						
Salaries overtime	100.00	100.00	0.00	0.00	100.00	0.00 %
211-5500-112100						
Social Security	45,421.00	45,421.00	1,458.66	9,480.30	35,940.70	20.87 %
211-5500-112150						
Medicare	10,623.00	10,623.00	341.15	2,217.23	8,405.77	20.87 %
211-5500-112160						
Minnesota Paid Leave	3,223.00	3,223.00	93.83	704.78	2,518.22	21.87 %
211-5500-112210						
PERA	54,890.00	54,890.00	1,800.56	11,744.95	43,145.05	21.40 %
211-5500-112275						
Employer deferred compensation	725.00	725.00	51.08	958.60	-233.60	132.22 %
211-5500-113100						
Insurance group medical	113,000.00	113,000.00	2,827.24	22,745.93	90,254.07	20.13 %
211-5500-113140						
Insurance group life	600.00	600.00	48.28	203.02	396.98	33.84 %
211-5500-113150						
Insurance group dental	2,600.00	2,600.00	39.60	346.18	2,253.82	13.31 %
211-5500-115100						
Insurance workers compensation	2,200.00	2,200.00	0.00	775.50	1,424.50	35.25 %
211-5500-220010						
Office supplies	3,800.00	3,800.00	0.00	101.12	3,698.88	2.66 %
211-5500-221005						
General supplies	8,000.00	8,000.00	0.00	3,774.74	4,225.26	47.18 %
211-5500-223027						
Audio visual supplies	10,500.00	10,500.00	0.00	2,867.32	7,632.68	27.31 %
211-5500-223060						
Books	60,000.00	60,000.00	0.00	10,654.38	49,345.62	17.76 %
211-5500-223065						
Electronic resources	10,100.00	10,100.00	0.00	7,776.38	2,323.62	76.99 %
211-5500-224100						
Computer supplies & equipment	11,000.00	11,000.00	0.00	17.78	10,982.22	0.16 %
211-5500-331028						
Cataloging & processing	31,595.00	31,595.00	0.00	15,797.23	15,797.77	50.00 %
211-5500-332100						
Communications	3,400.00	3,400.00	0.00	547.48	2,852.52	16.10 %
211-5500-333050						
Travel conferences & schools	4,000.00	4,000.00	0.00	728.00	3,272.00	18.20 %
211-5500-334100						
Printing advertising & promo	1,200.00	1,200.00	0.00	552.36	647.64	46.03 %
211-5500-338100						
Electricity	24,500.00	24,500.00	0.00	1,267.63	23,232.37	5.17 %
211-5500-338200						
Gas	10,000.00	10,000.00	0.00	3,027.60	6,972.40	30.28 %
211-5500-338300						
Water	650.00	650.00	0.00	52.57	597.43	8.09 %
211-5500-338400						
Steam low pressure	1,200.00	1,200.00	0.00	-244.24	1,444.24	-20.35 %
211-5500-338500						
Sewer	500.00	500.00	0.00	36.10	463.90	7.22 %
211-5500-340050						
Contractual maintenance buildi	17,000.00	17,000.00	0.00	2,751.43	14,248.57	16.18 %
211-5500-340110						
Contractual maintenance equipm	7,500.00	7,500.00	0.00	2,413.06	5,086.94	32.17 %
211-5500-340275						
Contractual maintenance books	3,000.00	3,000.00	0.00	377.18	2,622.82	12.57 %
211-5500-341160						
IT support	16,047.00	16,047.00	0.00	2,694.07	13,352.93	16.79 %
211-5500-347040						
Subscriptions & memberships	7,300.00	7,300.00	0.00	1,818.30	5,481.70	24.91 %
211-5500-350010						
Miscellaneous	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
211-5500-350050						
Sales Tax	700.00	700.00	0.00	52.65	647.35	7.52 %
211-5500-350070						
Cash short or over	0.00	0.00	0.00	-13.28	13.28	0.00 %
211-5500-363101						
Special events programming	6,500.00	6,500.00	0.00	69.48	6,430.52	1.07 %

Budget Report

For Fiscal: 2026 Period Ending: 04/30/2026

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
211-5500-550010	Office furniture & equipment	0.00	13,545.00	0.00	11,455.00	2,090.00	84.57 %
	Expense Total:	1,204,638.00	1,218,183.00	30,667.63	277,143.21	941,039.79	22.75%
	Fund: 211 - LIBRARY FUND Surplus (Deficit):	0.00	-13,545.00	-30,667.63	-267,885.96	-254,340.96	1,977.75%
Fund: 212 - LIBRARY BOARD FUND							
Revenue							
212-5500-36210	Interest operating pooled cash	2,000.00	2,000.00	0.00	0.00	-2,000.00	0.00 %
212-5500-36229	Increase (dec) in fv of invmts	0.00	0.00	0.00	2,262.66	2,262.66	0.00 %
212-5500-36501	Donations misc	0.00	0.00	0.00	1,561.40	1,561.40	0.00 %
	Revenue Total:	2,000.00	2,000.00	0.00	3,824.06	1,824.06	191.20%
Expense							
212-5000-223060	Books	0.00	0.00	0.00	651.79	-651.79	0.00 %
212-5000-223113	Children's memorial books	0.00	0.00	0.00	145.84	-145.84	0.00 %
212-5000-223161	Lieb Memorial books	0.00	0.00	0.00	1,251.28	-1,251.28	0.00 %
212-5000-350010	Miscellaneous	0.00	0.00	0.00	154.02	-154.02	0.00 %
	Expense Total:	0.00	0.00	0.00	2,202.93	-2,202.93	0.00%
	Fund: 212 - LIBRARY BOARD FUND Surplus (Deficit):	2,000.00	2,000.00	0.00	1,621.13	-378.87	81.06%
	Report Surplus (Deficit):	2,000.00	-11,545.00	-30,667.63	-266,264.83	-254,719.83	2,306.32%

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 211 - LIBRARY FUND						
Revenue	1,204,638.00	1,204,638.00	0.00	9,257.25	-1,195,380.75	0.77%
Expense	1,204,638.00	1,218,183.00	30,667.63	277,143.21	941,039.79	22.75%
Fund: 211 - LIBRARY FUND Surplus (Deficit):	0.00	-13,545.00	-30,667.63	-267,885.96	-254,340.96	1,977.75%
Fund: 212 - LIBRARY BOARD FUND						
Revenue	2,000.00	2,000.00	0.00	3,824.06	1,824.06	191.20%
Expense	0.00	0.00	0.00	2,202.93	-2,202.93	0.00%
Fund: 212 - LIBRARY BOARD FUND Surplus (Deficit):	2,000.00	2,000.00	0.00	1,621.13	-378.87	81.06%
Report Surplus (Deficit):	2,000.00	-11,545.00	-30,667.63	-266,264.83	-254,719.83	2,306.32%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
211 - LIBRARY FUND	0.00	-13,545.00	-30,667.63	-267,885.96	-254,340.96
212 - LIBRARY BOARD FUND	2,000.00	2,000.00	0.00	1,621.13	-378.87
Report Surplus (Deficit):	2,000.00	-11,545.00	-30,667.63	-266,264.83	-254,719.83



New Ulm, MN

Balance Sheet

Account Summary

As Of 04/06/2026

Account	Name	Balance
Fund: 211 - LIBRARY FUND		
Assets		
211-101000	Invest pool operating	446,172.69
211-101090	Invest pool Somsen, Holz/Child	0.00
211-101094	Invest pool Wanda Gag collecti	0.00
211-101990	Invest Pool Mkt Value Adj	0.00
211-102001	Petty cash	174.18
211-107000	Taxes receivable delinquent	13,769.91
211-115010	Accounts receivable miscellane	340.80
211-115020	A/R Miscellaneous	0.00
211-126060	Due from Brown County	0.00
211-130000	Due from City funds	0.00
211-143010	Prepays	0.00
211-143011	Prepaid insurance	0.00
	Total Assets:	460,457.58
		<u>460,457.58</u>
Liability		
211-202000	Accounts payable	0.00
211-202002	Accounts payable misc	0.00
211-202005	Accounts payable charity book	0.00
211-202051	Sales tax payable miscellaneou	0.00
211-203000	Accrued salaries payable	0.00
211-203010	Federal income tax withheld	0.00
211-203011	Social security withheld	0.00
211-203012	Medicare withheld	0.00
211-203015	Minnesota income tax withheld	0.00
211-203020	MN PERA withheld	0.00
211-203025	Vacation purchase withheld	0.00
211-203029	Computer loan withheld	0.00
211-203030	Health insurance withheld	2,509.08
211-203035	Employer paid life insurance	227.90
211-203036	Other insurance LT disability	0.00
211-203037	Other insurance Pera	0.00
211-203038	Other insurance MBA	0.00
211-203039	Other insurance Aflac	0.00
211-203040	Cafeteria plan withholdings	0.00
211-203041	Other insurance Assurant - dental	0.00
211-203042	Other insurance vision	49.68
211-203050	Deferred comp withholdings Gre	0.00
211-203051	Deferred comp withholding ICMA	0.00
211-203052	Deferred comp withholdings St	0.00
211-203053	Deferred comp withholding MN	0.00
211-203054	Def comp withholdings HCSP	0.00
211-203060	Union dues AFSCME	0.00
211-203070	Child support withholdings	0.00
211-203072	Garnishments	0.00
211-203073	NU Fitness Center withholdings	0.00
211-203074	Savings bonds	0.00
211-203075	United Way withholdings	0.00
211-203076	Employee Incentive withholding	0.00
211-208000	Due to City funds	0.00
211-222000	Deferred revenue	0.00
211-222001	Deferred revenue property tax	13,769.91

Balance Sheet

As Of 04/06/2026

Account	Name	Balance
211-222002	Deferred revenue A/R	170,754.09
	Total Liability:	187,310.66
Equity		
211-247055	Fund balance res for prepaid e	0.00
211-253030	Fund balance design for other	0.00
211-254000	Fund balance unreserved undesignated	541,032.88
	Total Beginning Equity:	541,032.88
Total Revenue		9,257.25
Total Expense		277,143.21
Revenues Over/Under Expenses		-267,885.96
	Total Equity and Current Surplus (Deficit):	273,146.92
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>460,457.58</u>

Balance Sheet

As Of 04/06/2026

Account	Name	Balance
Fund: 212 - LIBRARY BOARD FUND		
Assets		
212-101000	Invest pool operating	83,507.42
212-101013	Invest pool childrens memorial	6,375.90
212-101033	Invest Pool Good, Rudy	1,197.67
212-101044	Invest pool HUB Club	0.00
212-101056	Invest pool Lions Club	104.72
212-101057	Invest pool Landscaping & sculpture	562.84
212-101061	Invest pool Lieb Memorial	63,789.57
212-101087	Invest pool purchase books	6,641.77
212-101990	Invest Pool Mkt Value Adj	0.00
212-115020	A/R Miscellaneous	0.00
212-130000	Due from City funds	0.00
212-143010	Prepays	0.00
	Total Assets:	<u>162,179.89</u>
		<u><u>162,179.89</u></u>
Liability		
212-202000	Accounts payable	0.00
	Total Liability:	<u>0.00</u>
Equity		
212-247055	Fund balance res for prepaid e	0.00
212-254000	Fund balance unreserved undesignated	160,558.76
	Total Beginning Equity:	<u>160,558.76</u>
Total Revenue		3,824.06
Total Expense		<u>2,202.93</u>
Revenues Over/Under Expenses		<u>1,621.13</u>
	Total Equity and Current Surplus (Deficit):	162,179.89
	Total Liabilities, Equity and Current Surplus (Deficit):	<u><u>162,179.89</u></u>



New Ulm, MN

Expense Approval Report

By Vendor Name

Post Dates 3/1/2026 - 3/31/2026

Vendor Name	Description (Item)	Account Name	Account Number	Payment Date	Amount	
Vendor: 028150 - AMAZON CAPITAL SERVICES, INC						
Fund: 211 - LIBRARY FUND						
AMAZON CAPITAL SERVICES, ...LIB - printer paper		Office supplies	211-5500-220010	04/01/2026	12.89	
AMAZON CAPITAL SERVICES, ...LIB - office folders & print pa...		Office supplies	211-5500-220010	04/01/2026	58.26	
AMAZON CAPITAL SERVICES, ...LIB - copier paper		Office supplies	211-5500-220010	04/01/2026	-11.20	
AMAZON CAPITAL SERVICES, ...LIB - paper return creit		Office supplies	211-5500-220010	04/01/2026	-11.20	
AMAZON CAPITAL SERVICES, ...LIB - display hooks		General supplies	211-5500-221005	04/01/2026	26.67	
AMAZON CAPITAL SERVICES, ...LIB - vacuum belts		General supplies	211-5500-221005	04/01/2026	27.98	
AMAZON CAPITAL SERVICES, ...LIB - adult fiction dvds		Audio visual supplies	211-5500-223027	04/01/2026	111.26	
AMAZON CAPITAL SERVICES, ...LIB - adult fiction dvds		Audio visual supplies	211-5500-223027	04/01/2026	402.38	
AMAZON CAPITAL SERVICES, ...LIB - LoT puzzles		Audio visual supplies	211-5500-223027	04/01/2026	29.96	
AMAZON CAPITAL SERVICES, ...LIB - childrens av		Audio visual supplies	211-5500-223027	04/01/2026	52.51	
AMAZON CAPITAL SERVICES, ...LIB - adult fiction dvd		Audio visual supplies	211-5500-223027	04/01/2026	17.95	
AMAZON CAPITAL SERVICES, ...LIB - children av		Audio visual supplies	211-5500-223027	04/01/2026	29.58	
AMAZON CAPITAL SERVICES, ...LIB - childrens book		Books	211-5500-223060	04/01/2026	24.24	
AMAZON CAPITAL SERVICES, ...LIB - picture book		Books	211-5500-223060	04/01/2026	12.97	
AMAZON CAPITAL SERVICES, ...LIB - mousepads for public c...		Computer supplies & equip...	211-5500-224100	04/01/2026	17.78	
AMAZON CAPITAL SERVICES, ...LIB - book delivery bin fasten...		Contractual maintenance bo...	211-5500-340275	04/01/2026	23.10	
AMAZON CAPITAL SERVICES, ...LIB - book processing tape		Contractual maintenance bo...	211-5500-340275	04/01/2026	68.98	
AMAZON CAPITAL SERVICES, ...LIB - childrens programming		Special events programming	211-5500-363101	04/01/2026	25.48	
AMAZON CAPITAL SERVICES, ...LIB - children programming		Special events programming	211-5500-363101	04/01/2026	12.13	
AMAZON CAPITAL SERVICES, ...Lib - children's toy storage b...		Special events programming	211-5500-363101	04/01/2026	33.99	
AMAZON CAPITAL SERVICES, ...LIB - children programming		Special events programming	211-5500-363101	04/01/2026	54.99	
					Fund 211 - LIBRARY FUND Total:	1,020.70
Fund: 212 - LIBRARY BOARD FUND						
AMAZON CAPITAL SERVICES, ...LIB -adult fic books 11/24/25...		Books	212-5000-223060	04/01/2026	54.71	
AMAZON CAPITAL SERVICES, ...LIB - 1/20/26 Kalz Memorial		Books	212-5000-223060	04/01/2026	16.49	
AMAZON CAPITAL SERVICES, ...LIB - Adult fic bookbag 11/24...		Books	212-5000-223060	04/01/2026	119.80	
					Fund 212 - LIBRARY BOARD FUND Total:	191.00
					Vendor 028150 - AMAZON CAPITAL SERVICES, INC Total:	1,211.70
Vendor: 155020 - CARDMEMBER SERVICE						
Fund: 211 - LIBRARY FUND						
CARDMEMBER SERVICE	Ad Librarian I	Printing advertising & promo	211-5500-334100	03/25/2026	324.00	
					Fund 211 - LIBRARY FUND Total:	324.00
					Vendor 155020 - CARDMEMBER SERVICE Total:	324.00

Expense Approval Report

Post Dates: 3/1/2026 - 3/31/2026

Vendor Name	Description (Item)	Account Name	Account Number	Payment Date	Amount
Vendor: 246000 - EBSCO SUBSCRIPTION SERVICES					
Fund: 211 - LIBRARY FUND					
EBSCO SUBSCRIPTION SERVI...	LIB - Reader's Digest adjustm...	Subscriptions & memberships	211-5500-347040	04/01/2026	5.50
Fund 211 - LIBRARY FUND Total:					5.50
Vendor 246000 - EBSCO SUBSCRIPTION SERVICES Total:					5.50
Vendor: 331000 - HY-VEE FOOD STORES					
Fund: 211 - LIBRARY FUND					
HY-VEE FOOD STORES	LIB - snack for wacky wonders	Special events programming	211-5500-363101	04/01/2026	19.34
HY-VEE FOOD STORES	LIB - child programming snac...	Special events programming	211-5500-363101	04/01/2026	54.42
Fund 211 - LIBRARY FUND Total:					73.76
Vendor 331000 - HY-VEE FOOD STORES Total:					73.76
Vendor: 341950 - INGRAM					
Fund: 211 - LIBRARY FUND					
INGRAM	LIB - books	Books	211-5500-223060	04/01/2026	1,256.62
INGRAM	LIB - books	Books	211-5500-223060	04/01/2026	832.67
INGRAM	LIB - SRP credit	Books	211-5500-223060	04/01/2026	-3.29
INGRAM	LIB - books	Books	211-5500-223060	04/01/2026	1,252.47
INGRAM	LIB - books	Books	211-5500-223060	04/01/2026	1,009.76
INGRAM	LIB - books	Books	211-5500-223060	04/01/2026	627.89
Fund 211 - LIBRARY FUND Total:					4,976.12
Fund: 212 - LIBRARY BOARD FUND					
INGRAM	LIB - 1/20/26 Kalz memorials	Books	212-5000-223060	04/01/2026	16.80
INGRAM	LIB - 11/24/25 Aufderheide d...	Books	212-5000-223060	04/01/2026	51.51
INGRAM	LIB - 1/20/26 Kalz memorials	Books	212-5000-223060	04/01/2026	33.00
INGRAM	LIB - 12/10/2025 Doering M...	Books	212-5000-223060	04/01/2026	54.19
INGRAM	LIB - 12/5/25 Fromm memori...	Books	212-5000-223060	04/01/2026	40.20
INGRAM	LIB - 11/24/25 Aufderheide d...	Books	212-5000-223060	04/01/2026	16.24
INGRAM	LIB - Lieb books	Lieb Memorial books	212-5000-223161	04/01/2026	35.66
INGRAM	LIB - Lieb books	Lieb Memorial books	212-5000-223161	04/01/2026	190.57
INGRAM	LIB - books	Lieb Memorial books	212-5000-223161	04/01/2026	36.60
Fund 212 - LIBRARY BOARD FUND Total:					474.77
Vendor 341950 - INGRAM Total:					5,450.89
Vendor: 355200 - JOURNAL THE					
Fund: 211 - LIBRARY FUND					
JOURNAL THE	Ad-Librarian I	Printing advertising & promo	211-5500-334100	04/01/2026	114.18
Fund 211 - LIBRARY FUND Total:					114.18
Vendor 355200 - JOURNAL THE Total:					114.18

Expense Approval Report

Post Dates: 3/1/2026 - 3/31/2026

Vendor Name	Description (Item)	Account Name	Account Number	Payment Date	Amount	
Vendor: 397250 - LEAGUE OF MINNESOTA CITIES INS TRUST						
Fund: 211 - LIBRARY FUND						
LEAGUE OF MINNESOTA CITI...	2nd Qtr. W/C Premium	Insurance workers compensa...	211-5500-115100	03/11/2026	387.75	
					Fund 211 - LIBRARY FUND Total:	387.75
Vendor 397250 - LEAGUE OF MINNESOTA CITIES INS TRUST Total:					387.75	
Vendor: 401625 - LIBRARY IDEAS, LLC						
Fund: 212 - LIBRARY BOARD FUND						
LIBRARY IDEAS, LLC	LIB - vox books	Lieb Memorial books	212-5000-223161	04/01/2026	290.16	
LIBRARY IDEAS, LLC	LIB - vox books	Lieb Memorial books	212-5000-223161	04/01/2026	698.29	
					Fund 212 - LIBRARY BOARD FUND Total:	988.45
Vendor 401625 - LIBRARY IDEAS, LLC Total:					988.45	
Vendor: 000202 - MENARDS - NEW ULM						
Fund: 211 - LIBRARY FUND						
MENARDS - NEW ULM	LIB - emergency light	General supplies	211-5500-221005	04/01/2026	19.99	
					Fund 211 - LIBRARY FUND Total:	19.99
Vendor 000202 - MENARDS - NEW ULM Total:					19.99	
Vendor: 447380 - METRO SALES INC						
Fund: 211 - LIBRARY FUND						
METRO SALES INC	LIB - staff room copier	Contractual maintenance equ..	211-5500-340110	04/01/2026	128.08	
METRO SALES INC	LIB - service desk copier	Contractual maintenance equ..	211-5500-340110	04/01/2026	139.15	
					Fund 211 - LIBRARY FUND Total:	267.23
Vendor 447380 - METRO SALES INC Total:					267.23	
Vendor: 469798 - MN HISTORICAL SOCIETY						
Fund: 211 - LIBRARY FUND						
MN HISTORICAL SOCIETY	LIB - 2021-2024 Journal micr...	Audio visual supplies	211-5500-223027	04/01/2026	2,118.50	
					Fund 211 - LIBRARY FUND Total:	2,118.50
Vendor 469798 - MN HISTORICAL SOCIETY Total:					2,118.50	
Vendor: 475505 - MN STATE- COMM OF REV						
Fund: 211 - LIBRARY FUND						
MN STATE- COMM OF REV	Feb2026 sales tax	Sales Tax	211-5500-350050	03/09/2026	38.27	
					Fund 211 - LIBRARY FUND Total:	38.27
Vendor 475505 - MN STATE- COMM OF REV Total:					38.27	
Vendor: 401900 - NUVERA COMMUNICATIONS, INC						
Fund: 211 - LIBRARY FUND						
NUVERA COMMUNICATIONS,...	January Service	Communications	211-5500-332100	03/11/2026	146.34	
					Fund 211 - LIBRARY FUND Total:	146.34
Vendor 401900 - NUVERA COMMUNICATIONS, INC Total:					146.34	

Expense Approval Report

Post Dates: 3/1/2026 - 3/31/2026

Vendor Name	Description (Item)	Account Name	Account Number	Payment Date	Amount	
Vendor: 561902 - PITNEY BOWES BANK						
Fund: 211 - LIBRARY FUND						
PITNEY BOWES BANK	PB reserve postage Acct#471...	Communications	211-5500-332100	04/01/2026	37.74	
					Fund 211 - LIBRARY FUND Total:	37.74
					Vendor 561902 - PITNEY BOWES BANK Total:	37.74
Vendor: 597750 - RIVER VIEW SANITATION/RVS Shredding						
Fund: 211 - LIBRARY FUND						
RIVER VIEW SANITATION/RVS..	LIB - trash service	Contractual maintenance bui...	211-5500-340050	04/01/2026	111.15	
					Fund 211 - LIBRARY FUND Total:	111.15
					Vendor 597750 - RIVER VIEW SANITATION/RVS Shredding Total:	111.15
Vendor: 602750 - RUNNINGS						
Fund: 211 - LIBRARY FUND						
RUNNINGS	LIB - glue, gasket	General supplies	211-5500-221005	04/01/2026	15.48	
					Fund 211 - LIBRARY FUND Total:	15.48
					Vendor 602750 - RUNNINGS Total:	15.48
Vendor: 678000 - STATE INDUSTRIAL PRODUCTS						
Fund: 211 - LIBRARY FUND						
STATE INDUSTRIAL PRODUCTS	LIB - cleaning supplies	General supplies	211-5500-221005	04/01/2026	627.30	
					Fund 211 - LIBRARY FUND Total:	627.30
					Vendor 678000 - STATE INDUSTRIAL PRODUCTS Total:	627.30
Vendor: 734475 - ULINE INC						
Fund: 211 - LIBRARY FUND						
ULINE INC	LIB - vacuum & bags	General supplies	211-5500-221005	04/01/2026	517.10	
					Fund 211 - LIBRARY FUND Total:	517.10
					Vendor 734475 - ULINE INC Total:	517.10
Vendor: 748045 - VERIZON WIRELESS SERVICES LLC						
Fund: 211 - LIBRARY FUND						
VERIZON WIRELESS SERVICES...	Lib - 3 hotspots - credit	Contractual maintenance equ..	211-5500-340110	03/04/2026	-27.05	
VERIZON WIRELESS SERVICES...	Lib - 5 hotspots - credit	Contractual maintenance equ..	211-5500-340110	03/04/2026	-51.60	
					Fund 211 - LIBRARY FUND Total:	-78.65
					Vendor 748045 - VERIZON WIRELESS SERVICES LLC Total:	-78.65
					Grand Total:	12,376.68

Report Summary

Fund Summary

Fund	Payment Amount
211 - LIBRARY FUND	10,722.46
212 - LIBRARY BOARD FUND	<u>1,654.22</u>
Grand Total:	12,376.68

Account Summary

Account Number	Account Name	Payment Amount
211-5500-115100	Insurance workers comp...	387.75
211-5500-220010	Office supplies	48.75
211-5500-221005	General supplies	1,234.52
211-5500-223027	Audio visual supplies	2,762.14
211-5500-223060	Books	5,013.33
211-5500-224100	Computer supplies & equ..	17.78
211-5500-332100	Communications	184.08
211-5500-334100	Printing advertising & pr...	438.18
211-5500-340050	Contractual maintenance..	111.15
211-5500-340110	Contractual maintenance..	188.58
211-5500-340275	Contractual maintenance..	92.08
211-5500-347040	Subscriptions & member...	5.50
211-5500-350050	Sales Tax	38.27
211-5500-363101	Special events programm..	200.35
212-5000-223060	Books	402.94
212-5000-223161	Lieb Memorial books	<u>1,251.28</u>
Grand Total:		12,376.68

Project Account Summary

Project Account Key	Payment Amount
None	<u>12,376.68</u>
Grand Total:	12,376.68

New Ulm Public Library Board

Library Department Activities Report
March 2026

Library Assistant Isabella Tice joined the library on March 11. Welcome, Isabella!

Minnesota Elevator and Precision Alarm finished work on the elevator in the 1936 building. The locked storage and Minnesota Music Hall of Fame floors can now be accessed via ID badge. Badges have been issued to Minnesota Music Hall of Fame board members.

Traverse des Sioux Regional Library (TdS) is not renewing its subscription to Mango Languages, on the recommendation of the directors of the member libraries. Use was low compared to the expense. Access ended March 31, 2026.

The library has limited Memory Lab appointments to returning Memory Lab users only. These users have completed training on the equipment and can use the Memory Lab more independently. Appointments for new users will be reopened once the Librarian I has been hired and trained.

On Saturday, March 14, the library hosted the 133rd birthday celebration for Wanda Gag. The Youth Services Librarian and volunteers from the Wanda Gag House Association led forty party goers. The Youth Services Librarian read Wanda Gag's picture book, "Gone is Gone," and the participants were served cupcakes. To kick off the party this year, the library unveiled a vinyl banner installation of the Community Collage mural with members of the Downtown Action Committee. This installation includes some of Wanda's cats from her first picture book *A Million Cats*. The community collage library installation was made possible in part with a grant from the Arts & Cultural Heritage Fund of the Minnesota Clean Water, Land, and Legacy Amendment through the Traverse des Sioux Library System.

The Youth Services Librarian planned and presented eighteen programs with 229 participants in attendance. The Youth Services Aide began weeding the junior graphic novels collection. One hundred and fifteen children created the in-house craft, and 156 children completed the scavenger hunt.

The Reference Librarian visited four Senior Living units throughout March and attended a webinar on upcoming notable nonfiction titles. She attended interviews for the Library Page position.

The Library Director and Assistant Library Director completed the Strategies for Supervising Part-Time Employees online course offered through the University of Wisconsin-Madison. Course topics included communication and access to information, effective onboarding, opportunities for advancement, and formal and informal power structures.

The Assistant Library Director attended the following March meetings: library supervisors (two), Library Board, and library staff. She assisted with outreach at Oak Hills Living Center and attended interviews for the Librarian I position.

The Library Director attended the following March meetings: After Council (two), library supervisors (two), TdS Directors, Library Board, Emergency Management Committee, TdS Board, and library staff. She met with the City’s new Human Resources Generalist to give her a tour of the library and discuss the interview process for the Librarian I position. The Library Director attended interviews for the Library Page and Librarian I positions. She helped patrons with the Memory Lab; coordinated and advertised adult programs; and met with patrons, vendors, and library staff about various questions and issues.

LIBRARY DEPARTMENT STATISTICS – MARCH 2026

Reference

Reference Statistic	Total
Reference Questions (Service Desk)	182
Reference Questions (Children’s Desk)	81
Proctored Tests	0
Microfilm Usage	11
Bound Newspaper/Plat Books/Yearbooks Use	25
Tax Prep Phone Number/Forms	61

Collection Development

Collection Development Statistic	Total
Total items added to collection	440
Total items catalogued by TdS	187
Items Weeded	
Adult Fiction Items Weeded	32
Adult Non-Fiction Items Weeded	11
Young Adult Items Weeded	13
Children’s Items Weeded	122
Total Items Weeded	178

Outreach

Senior Living Centers	Total
Oak Hills	20
Ridgeway on 23 rd	5
Ridgeway on German	6
Orchard Hills	1
Total Outreach Attendance	32

Library Space Use

Meeting Room	Total
Total number of non-library reservations	3
Total users for non-library reservations	41
Study Rooms	
Total study room reservations	21

Recorded Programming

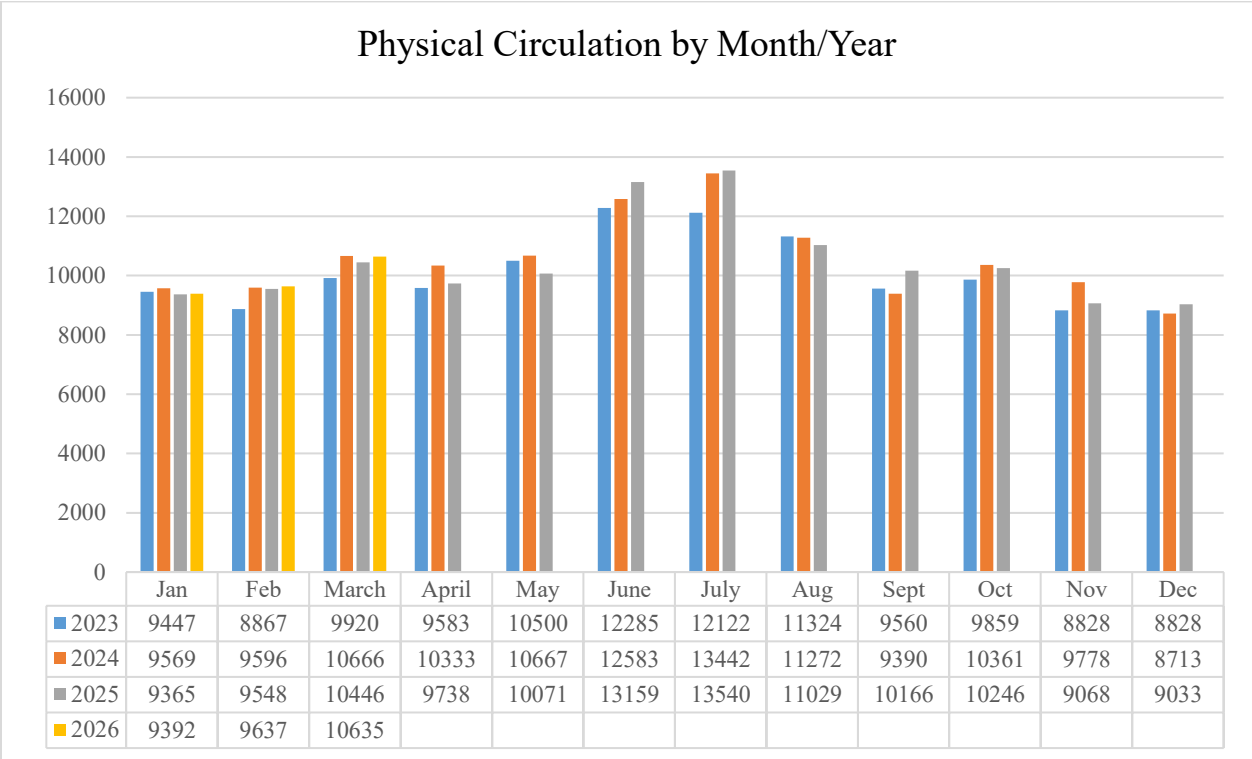
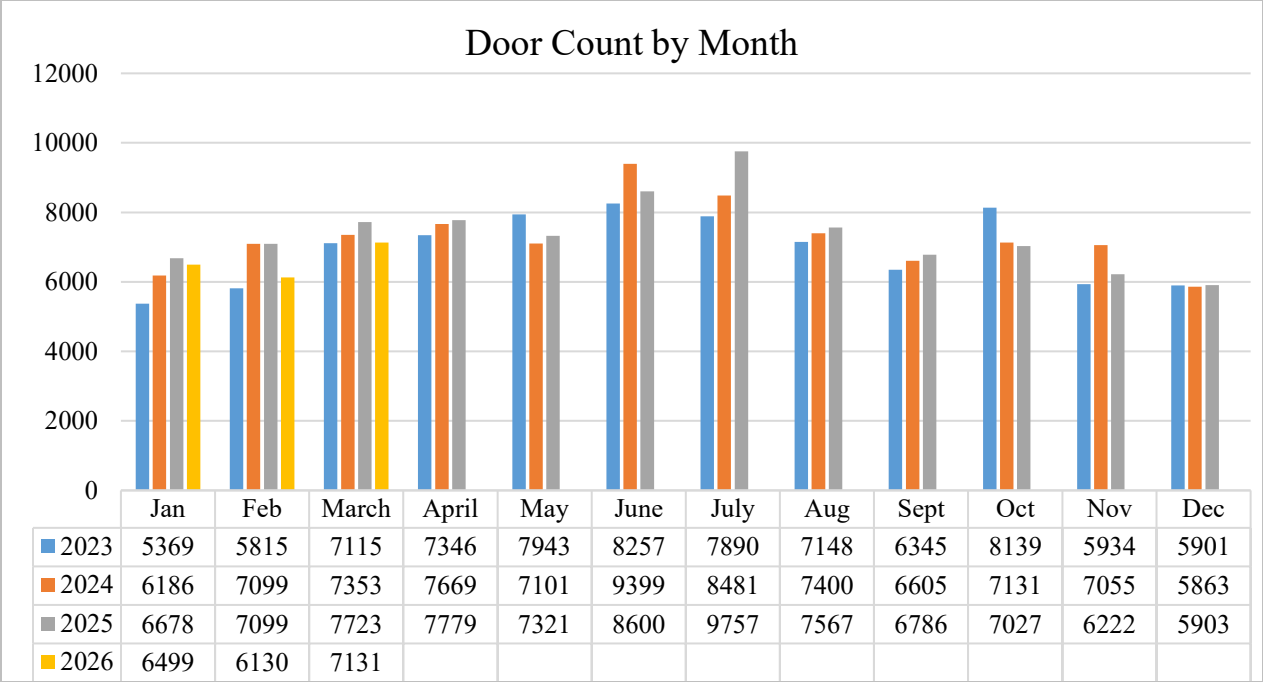
State Library Services will no longer require libraries to report their recorded program attendance statistics, starting with the FY2026 Annual Report. That element was dropped from the federal dataset for 2026, and because only 20% of Minnesota libraries reported recorded programs for 2024, State Library Services decided to follow suit. It is quite time-intensive to pull statistics from YouTube.

For these two reasons, the Library Director has discontinued collecting recorded program data and YouTube statistics as of March 2026. Because Facebook statistics are similarly difficult to pull and are not required to be reported to the State, she has discontinued collecting them as well.

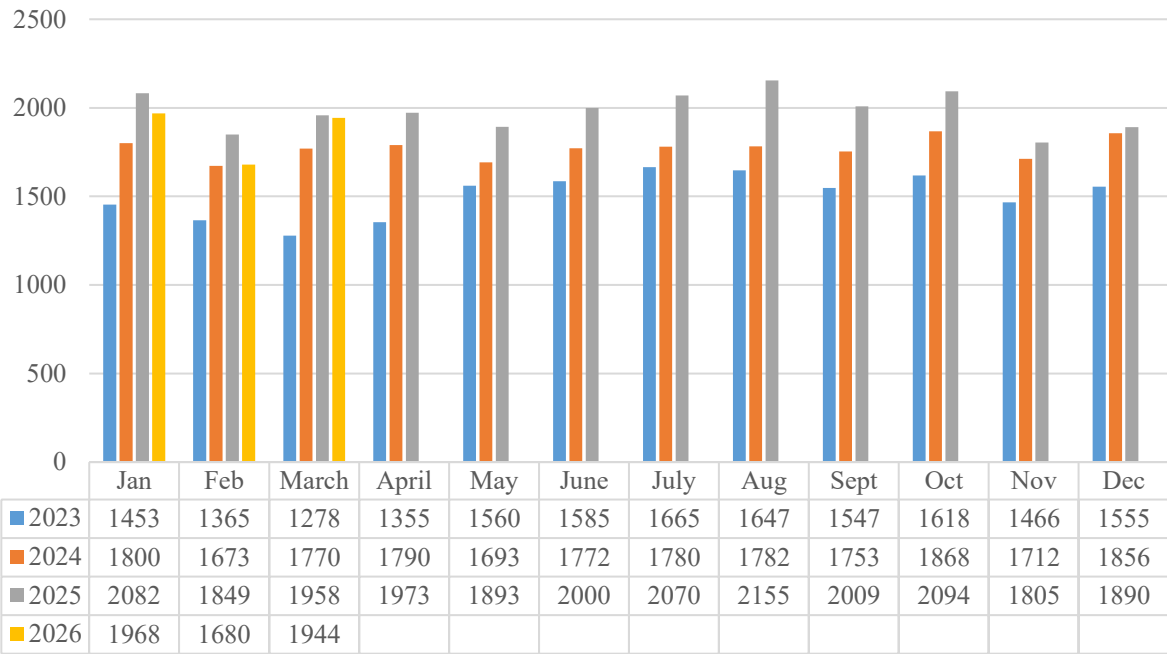
Live Programming

Date	Program Title	Attendance	Audience
3/2	Lit Wits Book Club	3	Adult
3/3	Knippling Group	4	Adult
3/3	Chess Club	2	All Ages
3/4	Daycare Outreach	8	Children
3/4	Dementia Information Session	34	Adult
3/4	Needleworking Group	7	Adult
3/4	Art Group	7	Adult
3/6	Senior Movie Matinee	12	Adult
3/7	Magic: The Gathering	6	All Ages
3/9	Poetry Group	4	Adult
3/9	Storytime	26	Children
3/10	Knippling Group	5	Adult
3/10	Chess Club	4	All Ages
3/10	Film Society	15	Adult
3/11	No School Afternoon Movie	9	All Ages
3/11	Needleworking Group	9	Adult
3/11	Art Group	7	Adult
3/11	Pajama Party Storytime	9	Children
3/13	Senior Movie Matinee	9	Adult
3/14	Wanda Gag Celebration	40	All Ages
3/16	Storytime	10	Children
3/17	History Book Club	5	Adult

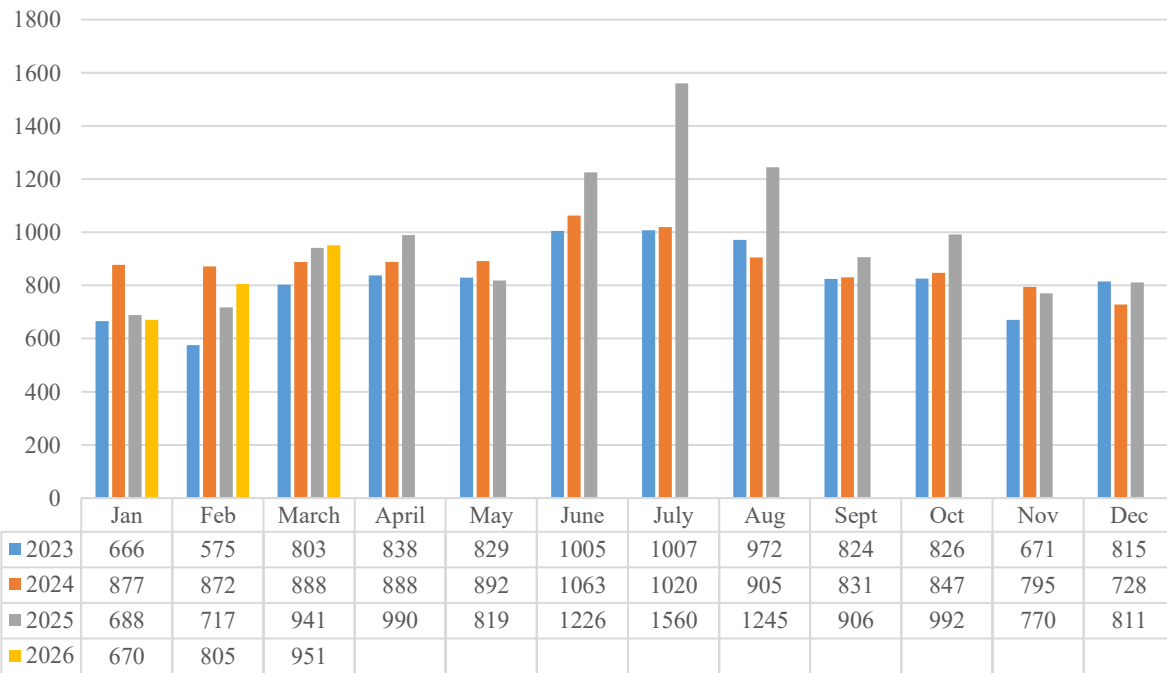
Date	Program Title	Attendance	Audience
3/17	Knippling Group	5	Adult
3/17	Jr Video Game Club	7	Children
3/17	Chess Club	4	All Ages
3/18	Needleworking Group	8	Adult
3/18	Art Group	7	Adult
3/18	Daycare Outreach	10	Children
3/18	Pajama Party Storytime	14	Children
3/19	Creative Kids	16	Children
3/20	Friday's Special Storytime	14	Children
3/20	Senior Movie Matinee	11	Adult
3/21	Teen Video Game Club	6	Young Adult
3/23	Storytime	30	Children
3/24	Knippling Group	4	Adult
3/24	Chess Club	4	Adult
3/24	Evening Sensory Storytime	7	Children
3/25	Needleworking Group	8	Adult
3/25	Art Group	8	Adult
3/25	Pajama Party Storytime	5	Children
3/26	Sensory Playtime	0	Children
3/26	Wacky Wonders	7	Children
3/27	Senior Movie Matinee	13	Adult
3/30	Mystery Book Club	4	Adult
3/31	Knippling Group	6	Adult
3/30	Storytime	22	Children
3/31	Chess Club	1	All Ages
March	Memory Lab Appointments	4	Adult
	Total March Programming Attendance	460	

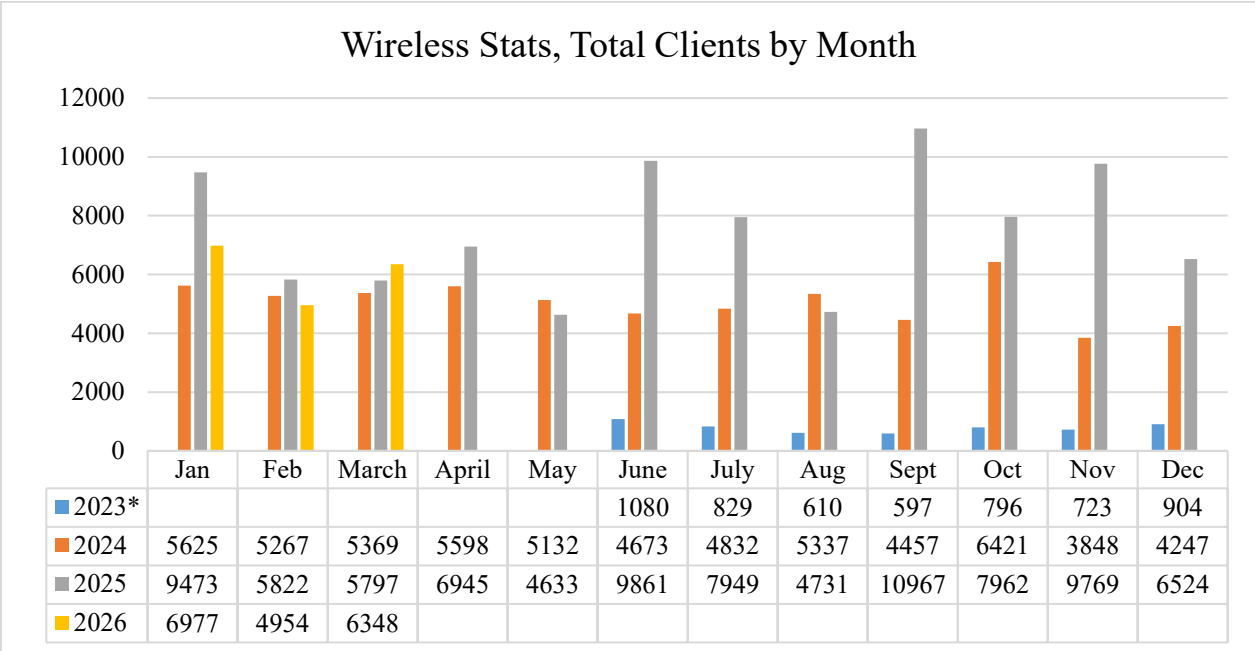


Libby Circulation by Month/Year

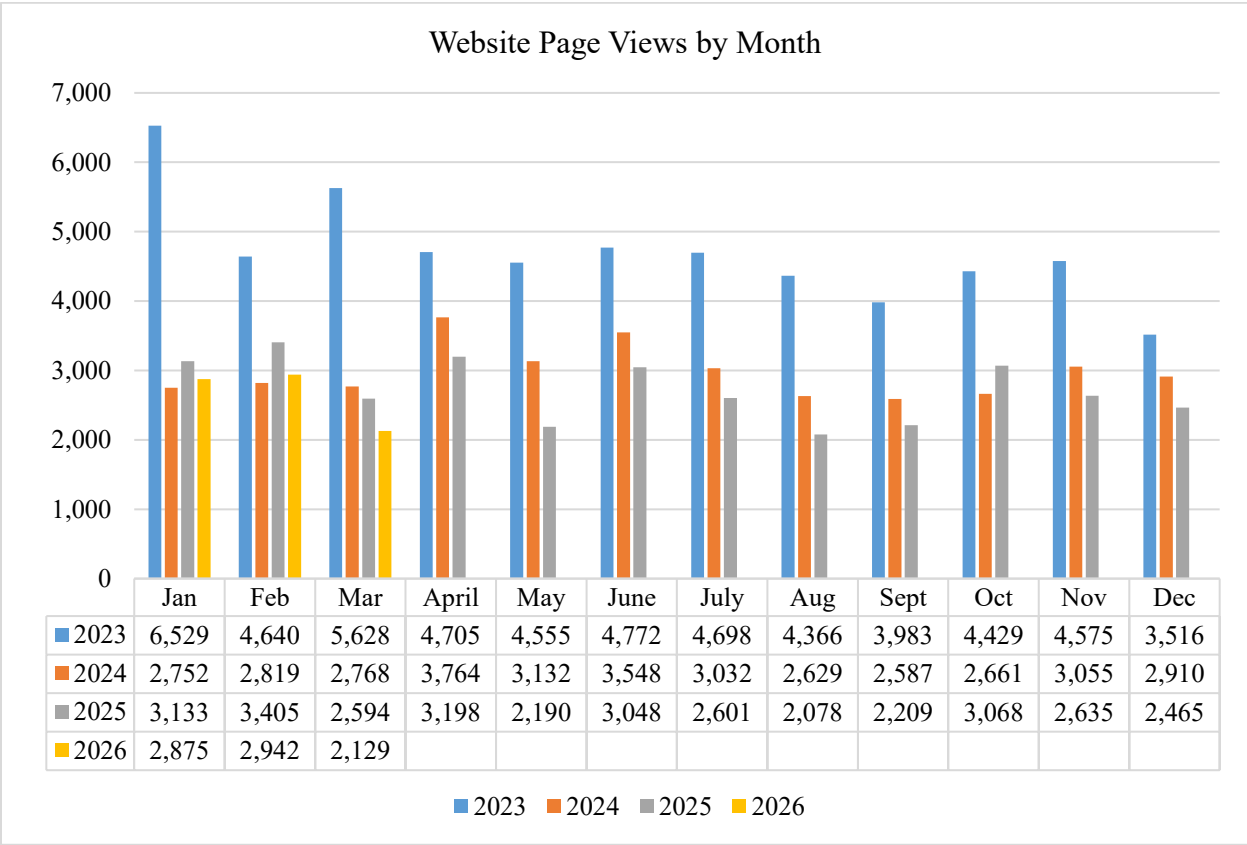


Patron Computer Use Per Month




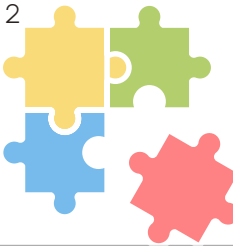















*Access to UniFi stats down January-May 2023. Used "traffic" as metric in 2023; changed to "past connections" in 2024 to remain consistent with TdS.





















APRIL 2026



SUN	MON	TUE	WED	THU	FRI	SAT
<p>New Ulm Public Library All Programs are free and open to the public. Visit www.newulmlibrary.org or call 507-359-8331 for more information. *Registration Required</p>			1 Pajama Party Storytime 6:30p 	2 	3	4
5 	6 StoryTime with Ms. Kathryn 10:30a	7 NU Chess Club 6p 	8 Pajama Party Storytime 6:30p 	9	10	11
12	13 StoryTime with Ms. Kathryn 10:30a	14 Jr. Video Game Club 3:30p NU Chess Club 6p 	15 Pajama Party Storytime 6:30p 	16 Creative Kids* 3:30p 	17	18
19	20 StoryTime with Ms. Kathryn 10:30a	21 NU Chess Club 6p Sensory Playtime* 6p 	22 Pajama Party Storytime 6:30p 	23 Wacky Wonders* 3:30p	24 Friday's Special Storytime 10a 	25 Teen Video Game Club 2p 
26	27 StoryTime with Ms. Kathryn 10:30a	28 NU Chess Club 6p 	29 Pajama Party Storytime 6:30p 	30 Sensory Playtime* 6p 		

APRIL 2026



SUN	MON	TUE	WED	THU	FRI	SAT
<p>New Ulm Public Library All Programs are free and open to the public. Visit www.newulmlibrary.org or call 507-359-8331 for more information. *Registration Required</p>			<p>1 Needlework Group 9:30a Art Group 1:30p</p> 	2	<p>3 Senior Movie Matinee: Seven Days in May 1p</p> 	<p>4 Magic: The Gathering 12p</p> 
<p>5 HAPPY EASTER</p> 	<p>6 Lit Wits Book Club 6:30p</p> 	<p>7 Knippling 1p NU Chess Club 6p</p> 	<p>8 Needlework Group 9:30a Art Group 1:30p</p> 	9	<p>10 Senior Movie Matinee: Psycho 1p</p> 	11
12	<p>13 Poetry Group 6:30p</p> 	<p>14 Knippling 1p NU Chess Club 6p New Ulm Film Society 6:30p</p> 	<p>15 Needlework Group 9:30a Art Group 1:30p</p> 	16	<p>17 Senior Movie Matinee: The Great Escape 1p</p> 	18
19	20	<p>21 History Book Club 12 Knippling 1p NU Chess Club 6p</p> 	<p>22 Needlework Group 9:30a Art Group 1:30p</p> 	23	<p>24 Senior Movie Matinee: The Apartment 1p</p> 	25
<p>26 Page 27 of 29</p>	<p>27 Mystery Book Club 6:30p</p> 	<p>28 Knippling 1p NU Chess Club 6p</p> 	<p>29 Needlework Group 9:30a Art Group 1:30p</p> 	30		

New Ulm Public Library Board

Resolution Number 2026-05

Accepting January 1-March 31, 2026, Donations and Memorials

First Reading and Adoption

The list below describes donations received by the library from January 1-March 31, 2026.

Date	Donor	In Memory Of	Amount	Type of Gift	Designation	Note
1/12/2026	Anonymous		\$20.00	Cash	Undesignated	
1/15/2026	The Book Club (c/o Judy McLean)	Marlys Zetah	\$159.40	Cash	Adult Books	Book bag kit "Eat Your Ice Cream"
1/20/2026	Nick and Helen Healy	Lois "Toots" Kalz	\$25.00	Cash	Adult Books	
1/20/2026	Dale and Mickey Witt	Lois "Toots" Kalz	\$25.00	Cash	Adult Books	
1/20/2026	Bonnie Bode (c/o Jill Kalz)	Lois "Toots" Kalz	\$10.00	Cash	Adult Books	
1/20/2026	Jerry and Carol Pierson (c/o Jill Kalz)	Lois "Toots" Kalz	\$10.00	Cash	Adult Books	
1/20/2026	Mary Ann Kalz and Leo Guggisberg (c/o Jill Kalz)	Lois "Toots" Kalz	\$30.00	Cash	Adult Books	
1/20/2026	Jill Kalz	Lois "Toots" Kalz	\$100.00	Cash	Adult Books	
1/24/2026	Brian Mathiowetz		\$50.00	Books	Adult Books	Mathiowetz Construction 100th Anniversary book
1/29/2026	Prairie Piecemakers		\$160.00	Books	Adult Books	Quilting books (6)
2/9/2026	Anonymous (donation box)		\$30.00	Cash	Undesignated	
2/10/2026	Friends of the New Ulm Public Library		\$150.00	Cash	Other	National Library Week staff recognition
3/24/2026	Sylvia Aufderheide		\$1,000.00	Cash	Undesignated	

\$1,559.40 Total cash donations

\$210.00 Total physical item donations

\$1,769.40 Total cash and physical item donations

The Library Board of the New Ulm Public Library accepts these donations with gratitude to the donors.

Approved at a meeting of the New Ulm Public Library Board on April 9, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Ruth Ann Webster, Chair