

1300 St. Germain Street West
St. Cloud, MN 56301
320-650-2500 griver.org

Board of Trustees Meeting
Tuesday, May 19, 2026, 6:00 p.m.
St. Cloud Public Library Mississippi Room
Agenda

Public Open Forum – Time limit is 10 minutes; each speaker is given 2 minutes for comments. Speakers must address library-related topics not on this agenda. All parties must display appropriate behavior. Board members will not interact with public speakers. Concerns will be referred to GRRL management for follow-up. The Board Chair reserves the right to suspend or limit the forum to meet time constraints or avoid repeated information. If time does not allow every person to speak, you may share comments with the Board by using our online contact form <https://griver.org/board-of-trustees>.

- 1. Call to Order** 6:00
- 2. Adopt/Amend Agenda** 6:01
- 3. Approve Minutes** 6:02
 - 3.1 March 17, 2026, Board of Trustees Meeting (Requested Action – Approve) pg 3
 - 3.2 April 8, 2026, Executive Committee Meeting (Requested Action – Approve) pg 9
- 4. Public Open Forum** 6:03
- 5. Financials** 6:07
 - 5.1 Bills (emailed) and Addendum (on table) (Requested Action – Approve)
 - 5.2 Financial Reports (emailed) (Requested Action – Accept)
 - 5.3 Auditor’s Report by Schlenner Wenner & Co. (on table) (Requested Action – Approve) pg 11
 - 5.4 Annual Review of the Unassigned Fund Balance (Requested Action – Approve) pg 25
- 6. Consent Agenda (Requested Action – Approve)** 6:25
 - 6.1 MNLink Agreement Addendum pg 27
 - 6.2 Regional Library Basic System Support FY2027 Application pg 29
 - 6.3 Other
- 7. Communications** 6:27
 - 7.1 Big Lake City Council Resolution pg 37
 - 7.2 Other
- 8. Presentations** 6:28
 - 8.1 Other
- 9. Staff Reports** 6:28
 - 9.1 Executive Director’s Report pg 39
 - 9.2 Management Reports pg 43
 - 9.3 Building Reports pg 51
 - 9.4 First Quarter 2026 Strategic Plan Statistics pg 53
 - 9.5 First Quarter 2026 Strategic Plan Key Objectives & Results pg 59
 - 9.6 Staff Recognition Report pg 61
 - 9.7 Human Resources Annual Statistics pg 62
 - 9.8 Other

10. Committee Reports	6:43
10.1 Finance Committee (verbal) (Requested Action – Approve)	
10.2 Personnel Committee (verbal) (Requested Action – Approve)	
10.3 Library Development Plan Committee (verbal)	
11. Unfinished Business	6:50
11.1 Other	
12. New Business	6:50
12.1 GRRL 2027 Preliminary Budget Proposal & Discussion (<i>see Finance Committee packet page 21</i>)	
12.2 Other	
13. Board Open Forum	7:00
14. Next Meetings: June 16, 2026, Board of Trustees Work Session	7:04
July 21, 2026 Board of Trustees	
15. Recess Regular Meeting	7:05
16. Work Session	7:06
16.1 Joint Powers Agreement / Signatory Contribution Presentation & Discussion (verbal)	
17. Reconvene Regular Meeting	7:34
18. Adjourn	7:35

**GREAT RIVER REGIONAL LIBRARY
BOARD OF TRUSTEES MINUTES
March 17, 2026**

President Ed Popp called the Great River Regional Library (GRRL) Board of Trustees regular meeting to order on Tuesday, Mar. 17, 2026, at 6:03 p.m. in the St. Cloud Public Library Mississippi Room.

Members Present: Al Amdahl, Tarryl Clark, Teresa Dahl, Tim Denny, Melissa Fee, Gregg Felber, Cindy Graham, Aref Hassan, Laura Kangas, Bobby Kasper, Holly Lammers, Ed Popp

Members Excused: Tina Diedrick, Lynn Grewing, Jacey Wallace

GRRL Staff Present: Brandi Canter, Addie Carlson, Patricia Waletzko, Nichol Wojcik

ADOPT/AMEND AGENDA

Ed Popp requested the following amendments:

- Remove 11.2 Bargaining Unit Agreements.
- Move 11.3 Benton County Signatory Contribution Update and 12.1 Project Evaluation – American Rescue Plan Act Laptops prior to the closed session.

Tarryl Clark made a motion to approve the agenda as amended. Seconded by Laura Kangas, the motion carried unanimously.

APPROVAL OF MINUTES

Board Meeting

Board Special Meeting

Gregg Felber made a motion to approve the January 20, 2026, Board meeting and February 17, 2026, Board special meeting minutes as presented. Seconded by Al Amdahl, the motion carried unanimously.

PUBLIC OPEN FORUM

Benton County Commissioner Pam Benoit signed-in to speak. She addressed the Board when the Benton County Signatory Contribution Update was discussed.

FINANCIALS

Bills

Financial Reports

Gregg Felber made a motion to:

- Approve the corrected January List of Bills as presented.
- Approve the February and March bills and March bills addendum as presented.
- Accept the January and February financial reports as presented.

Seconded by Laura Kangas, the motion carried unanimously.

CONSENT AGENDA

2025 Minnesota Public Library Annual Report

Arts & Cultural Heritage Fund FY2024 Completion Report

Melissa Fee made a motion to approve the Consent Agenda items as presented. Seconded by Teresa Dahl, the motion carried unanimously.

COMMUNICATIONS

Fiscal Responsibility Information

At the February meeting, Board discussion included fiscal responsibility and the use of public funds. With that in mind, the Leadership Support Team (LST) created an infographic and narrative that could be shared with counties and stakeholders. Executive Director Brandi Canter reviewed the information and noted that GRRL serves a six-county region with a per capita cost of \$20.43; the state average is \$48.59 per capita. Staff try to maximize taxpayer value while maintaining high quality public services and continually seek efficiencies and alternative revenue streams.

Perryman Thank-You Letter

A thank-you letter from Representative Perryman was on the table for Board review. It was received after Brandi Canter and Jami Trenam visited with her on Library Legislative Day at the State Capitol.

PRESENTATION

There were no presentations.

STAFF REPORTS

Executive Director's Report

Brandi Canter expressed gratitude to the Board for approving funds that allowed assistance from Creative Planning and former Executive Director Karen Pundsack during GRRL's annual audit process. She highlighted activities from the last month and noted that GRRL will receive a slight RLBSS payment increase for 2026 and approximately \$63,000 more than budgeted for 2027. LST members are working to align the Diversity, Equity & Inclusion Team and Patron Services Team so that their support of public services is more collaborative.

Management Reports

Some regional and LST activities from the management reports were shared.

- The Winter Reading Challenge closed on February 28. This year, 3,271 people registered and completed 20,224 coupons or badges.
- Total funds raised for GRRL in 2025 exceeded 2024. The Year-End Campaign resulted in \$78,572 from 747 gifts. Efforts to promote planned gifts have increased. Preparation is underway for the Summer Reading Challenge.
- GRRL received two \$10,000 grants from the Carnegie Foundation, one each for Little Falls and Sauk Centre – GRRL's Carnegie libraries.
- Patron Services Supervisor Jason Kirchoff has assumed supervision of the Pierz and Royalton libraries.
- GRRL is on track to comply with Web Content Accessibility Guidelines standards by 2027.
- Jami Trenam is a member of the Minitex Shared eResources Task Force.

Building Reports

Hanna Klimmek, Big Lake City Administrator, informed Brandi Canter that their city council meets tomorrow, March 18. They plan to discuss retaining the building where the police department and library are currently located. If the city retains the building, the library could then stay there.

Water intrusion at the Swanville Library is causing concern; the lower level cannot be used.

The Cold Spring City Council met last evening and approved a lease for the building where the library will be temporarily located during the city hall renovation. Updates to the leased building are scheduled to take place within the next three to four weeks.

2022-2025 GRRL Strategic Plan

- **Fourth Quarter 2025 Objectives & Key Results**
- **Strategic Plan Final Evaluation**

Brandi Canter reviewed and explained data shown in the fourth quarter 2025 statistics. She noted significant borrower gains in some locations and responded to a question about decreases. Elk River was down only slightly despite being closed almost six weeks for the carpeting and shelving project.

In the 2022-2025 Strategic Plan final evaluation, Brandi highlighted the elimination of late fees and that adding Print2Go has generated revenue. During this plan, GRRL moved to the Kindful fundraiser platform, but now needs to move to Bloomerang due to a buy-out.

COMMITTEE REPORTS

Finance Committee

Ed Popp reported that the Finance Committee approved the GRRL 2027 Base Budget and asked staff to consider options to lower the amount of budget increase. The committee did not take action on the digital materials budget request. They reviewed the Unassigned Fund Balance Spending and Recovery Plan. An updated reserves balance will be provided when the audit results are presented in May.

Bobby Kasper made a motion to approve the Finance Committee report as presented. Seconded by Gregg Felber, the motion carried unanimously.

Personnel Committee

The Personnel Committee discussed policy updates that clarified PTO credit for experience and staff development, including a new policy for conference attendance.

Holly Lammers made a motion to approve the Personnel Committee report as presented. Seconded by Cindy Graham, the motion carried unanimously.

Fund Development Committee

Teresa Dahl stated the Fund Development Committee met last week and discussed new fund development plan ideas and two planned gift project proposals.

Library Development Plan Committee

Aref Hassan shared that the Library Development Committee had their first meeting yesterday. They reviewed the current plan and talked about what to keep, not keep, or add. The committee will possibly review the branch agreement form next to be sure GRRL has in writing the services that can be offered.

Central Minnesota Libraries Exchange (CMLE) Board

Tarryl Clark reported the CMLE Board spent time discussing their website at the last meeting as well as how to continue outreach and education. Holly Lammers spoke about the grant/scholarship cycle; funding is available for libraries and they are encouraging applicants.

UNFINISHED BUSINESS

Benton County Signatory Contribution Update

Commissioner Benoit introduced herself and stated the Benton County Board is asking for the operating costs of each individual GRRL library. She wants to provide her constituents with tax dollar accountability for the funds Benton County contributes to GRRL. She also disagreed with the GRRL

Board's decisions to deny staff time to research individual library costs and approve staff/open hours cuts to the Foley Library only rather than including the other libraries Benton County residents use.

Several Board members described efficiencies that result from GRRL's counties and staff working together to make library services and the collection available across the region. Board members explained and gave examples for the challenge in determining costs for individual libraries or counties because of GRRL's shared service model. The publicly posted financials detail how GRRL funds are spent. It is unknown how to separate specifics; dividing by library buildings does not work.

The GRRL Joint Powers Agreement (JPA) between counties and consolidated library systems were discussed. Brandi Canter stated that it is difficult to compare GRRL to other consolidated systems in Minnesota due to varied operation factors. Each has their own JPAs with different levels of consolidation and models of collection management.

Commissioner Benoit informed the Board that all six counties pay more than Minnesota's required Maintenance of Effort (MOE) and shared approximate calculations for each county. Brandi explained MOE and the state requirement as well as what Minnesota State Library Services provides for all library types in the state. In return, there are requirements for each county and municipality to have access to those services.

Commissioner Benoit requested an opportunity for the Benton County Board to meet with the GRRL Board to learn about GRRL's funding, financial operation, and library system function. The Board asked management to consider this type of meeting.

Many Board members participated in the extensive discussion and asked questions. After considering next steps, Tarryl Clark made a motion to postpone the deadline for receipt of Benton County's full signatory payment and implementation of library services reduction in Foley to June 30, 2026. Seconded by Bobby Kasper, the motion carried unanimously.

NEW BUSINESS

Project Evaluation – American Rescue Plan Act (ARPA) Laptops

This evaluation was for the laptops purchased with ARPA funds in 2022. Brandi Canter stated that the intention was for patrons to use them for virtual appointments. GRRL purchased 13 laptops for 12 libraries with study rooms. Overall, the project was not a success, despite staff promotion and work with community partners. She gave examples of barriers encountered. GRRL will not continue the project or replace these laptops.

UNFINISHED BUSINESS continued

Labor Negotiations Discussion – Closed Session

Melissa Fee made a motion to close the Board meeting at 7:40 p.m. for labor negotiations strategy discussion pursuant to Minnesota Statute 13D.03. Seconded by Bobby Kasper, the motion carried unanimously.

The Board members, Executive Director Brandi Canter, Associate Director – Human Resources Nichol Wojcik, and Associate Director – Accounting Addie Carlson were present for the closed session.

Prior to resuming the open meeting, Bobby Kasper made a motion for the Executive Committee to meet and approve the Collective Bargaining Unit Agreements after union representatives sign them. Seconded by Aref Hassan, the motion carried unanimously.

The open meeting resumed at 7:54 p.m.

Bargaining Unit Agreements

- *Library Services Coordinator Unit*
- *General Unit*

The agenda was amended to remove this item.

BOARD OPEN FORUM

Holly Lammers shared comments she received from someone with high praise for GRRL and the connections available through the library. Cindy Graham worked on Rally to Read with Marla Scherber in Monticello and added that Marla is amazing. Al Amdahl stated that he participated in the Winter Reading Challenge and commended those who selected this year’s hats; he is enjoying the one he received.

NEXT MEETINGS

The next Great River Regional Library Board of Trustees meeting will be a work session on Tuesday, April 21, 2026.

ADJOURN

Ed Popp adjourned the meeting at 7:56 p.m.

Ed Popp, President

Jacey Wallace, Secretary

**GREAT RIVER REGIONAL LIBRARY
EXECUTIVE COMMITTEE MINUTES
April 8, 2026**

Vice President Tarryl Clark called the Great River Regional Library (GRRL) Board Executive Committee meeting to order on Wednesday, April 8, 2026, at 5:06 p.m. in the St. Cloud Public Library Bremer Room.

Members Present: Tarryl Clark, Melissa Fee, Gregg Felber, Ed Popp, Jacey Wallace

Members Excused: Tim Denny, Bobby Kasper

GRRL Staff Present: Brandi Canter, Patricia Waletzko, Nichol Wojcik

COLLECTIVE BARGAINING UNIT AGREEMENTS

**Library Services Coordinator Unit
General Unit**

Executive Director Brandi Canter stated that bargaining unit representatives have signed the Library Services Coordinator Unit and General Unit agreements. The full board discussed both agreements in closed session earlier this year.

Gregg Felber made a motion to approve the Collective Bargaining Unit Agreements as presented. Melissa Fee seconded the motion.

Ed Popp and Tarry Clark expressed thanks and appreciation for the bargaining teams and staff involved with the negotiations process. Upon vote, the motion carried unanimously.

In anticipation of Board approval, Accounting department staff have prepared to run a special payroll on Friday. More time will be needed to update employee records with the correct paid time off (PTO) accrual rates. Brandi will post complete information for staff on the Daily News this evening.

NEXT MEETING

The next regular Great River Regional Library Board of Trustees meeting will be Tuesday, May 19, 2026.

ADJOURN

Tarryl Clark adjourned the meeting at 5:11 p.m.

Ed Popp, President

Jacey Wallace, Secretary

May 19, 2026

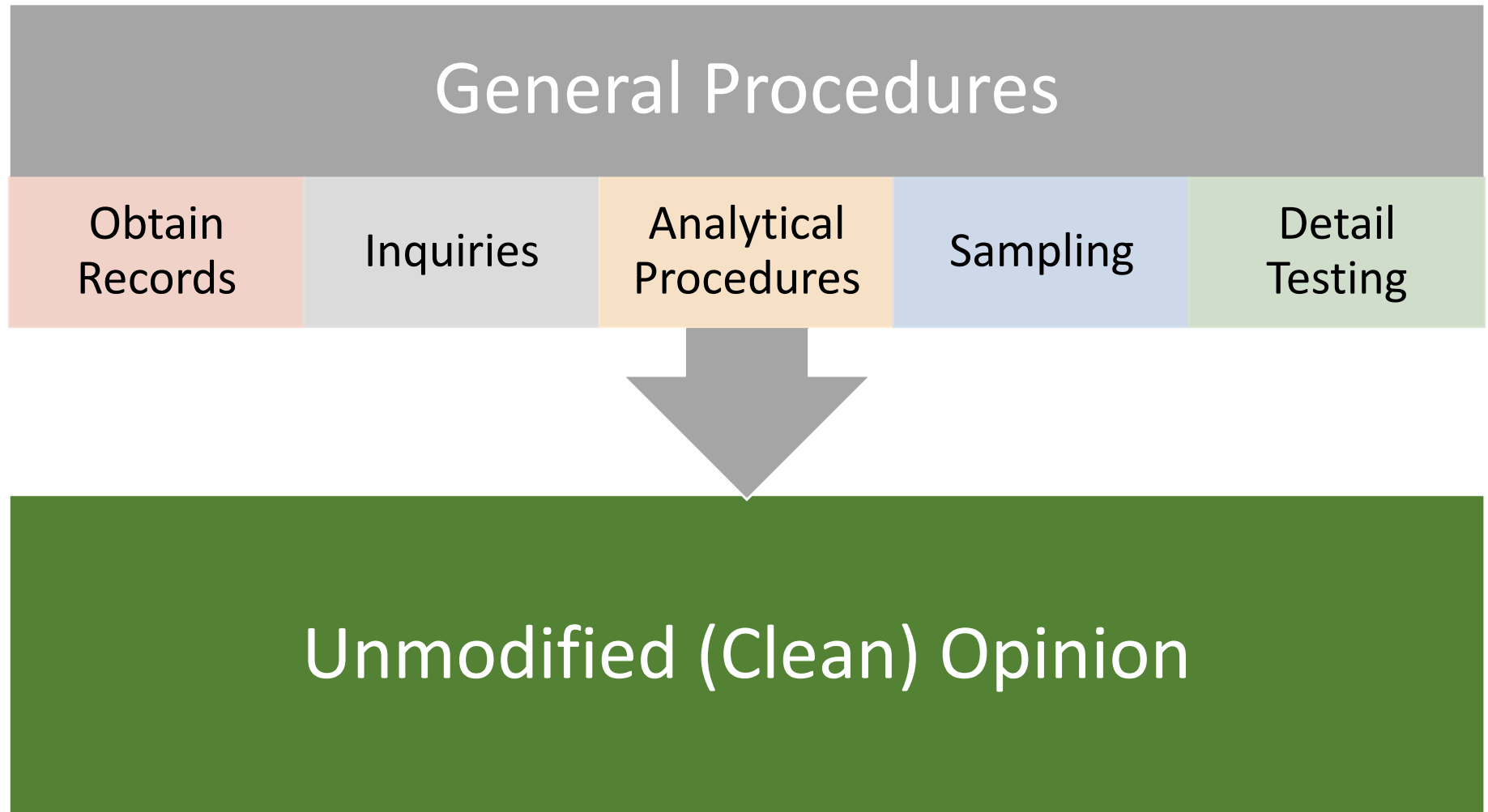


Great River Regional Library

Presentation of the Audited Financial Statements

For The Year Ended December 31, 2025

Audit Process and Opinion



Required Communications



Audit went smoothly



Positive Working Relationship with Management



Nothing unusual noted in terms of recorded transactions or accounting policies/treatments



Significant estimates for
- Net Pension Liability/Balances
- Net OPEB Liability

Controls and Compliance



AUDIT ADJUSTMENTS

- No correcting entries of significance recorded during our audit process



INTERNAL CONTROLS

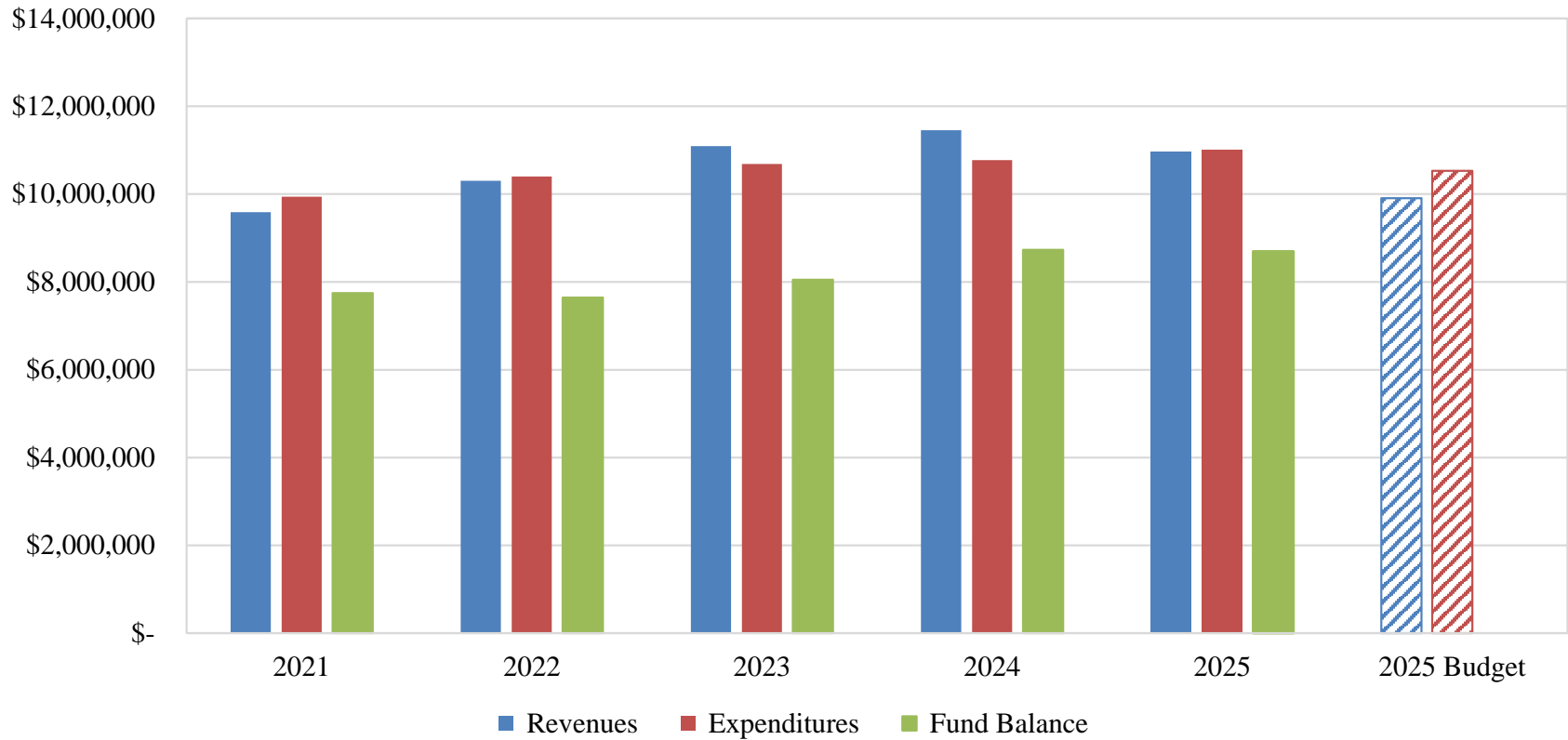
- Lack of proper segregation of duties, which is very common for an Organization of your size



MINNESOTA LEGAL COMPLIANCE

- No findings identified

General Fund - Trend Analysis & Budgetary Comparison



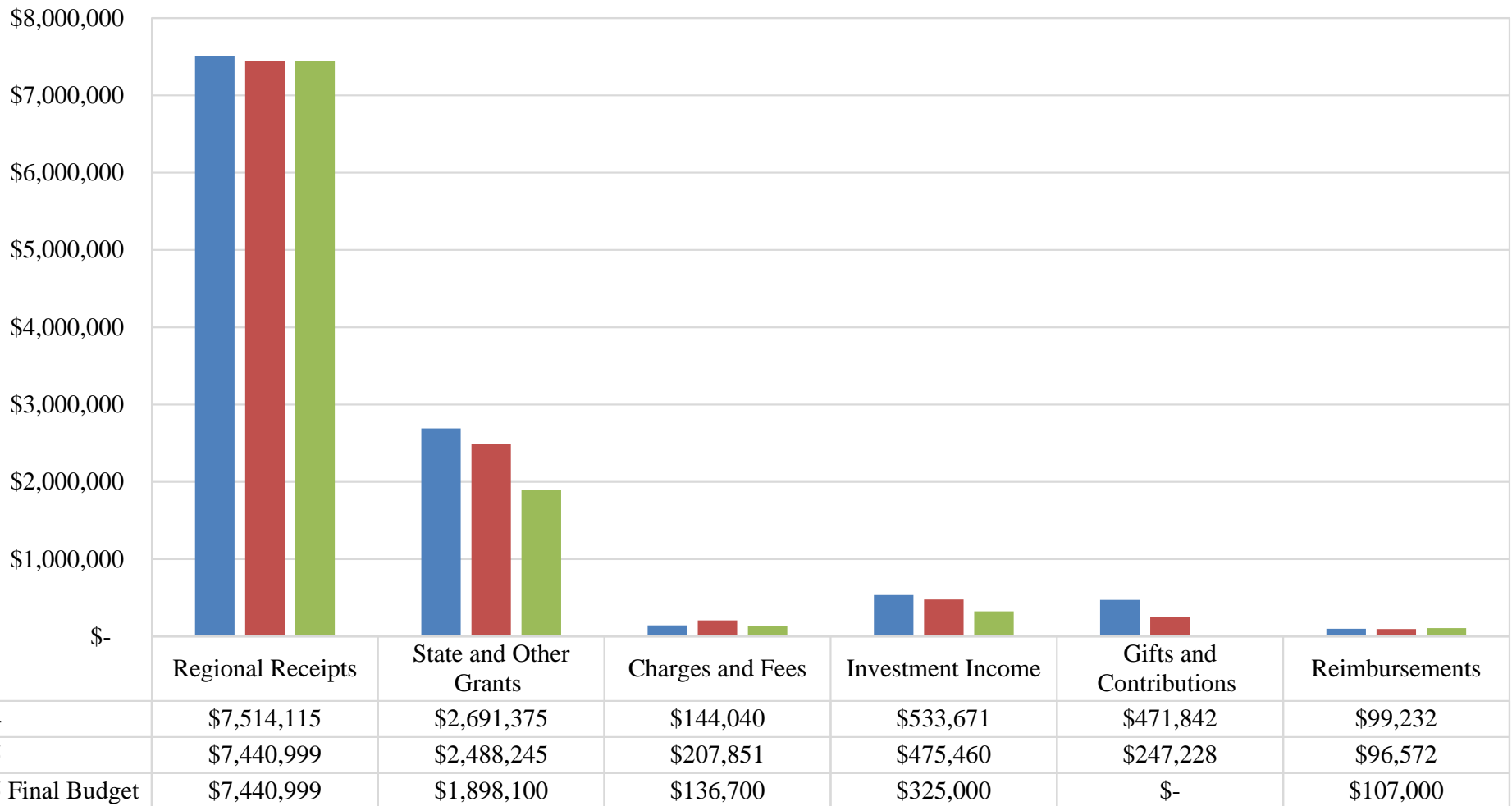
❑ Revenues exceeded budget by \$1,048,556

❑ Expenditures exceeded budget by \$464,353

	2024	2025	2025 Budget
Revenues	\$ 11,454,275	\$ 10,956,355	\$ 9,907,799
Expenditures	10,775,318	10,994,897	10,530,544
Change in Fund Balance	678,957	(38,542)	(622,745)
Fund Balance	\$ 8,732,719	\$ 8,694,177	N/A

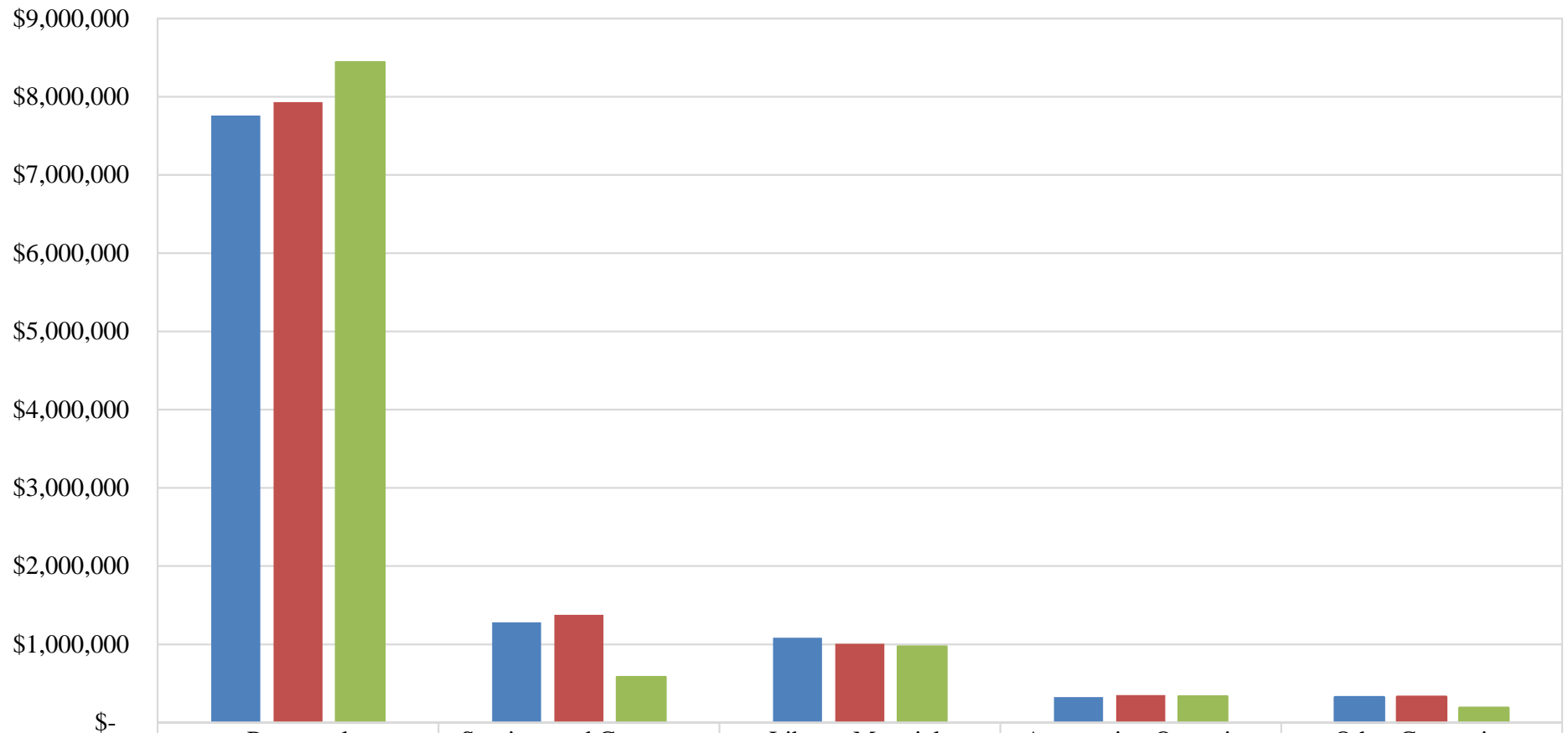
General Fund

Detailed Revenue Analysis



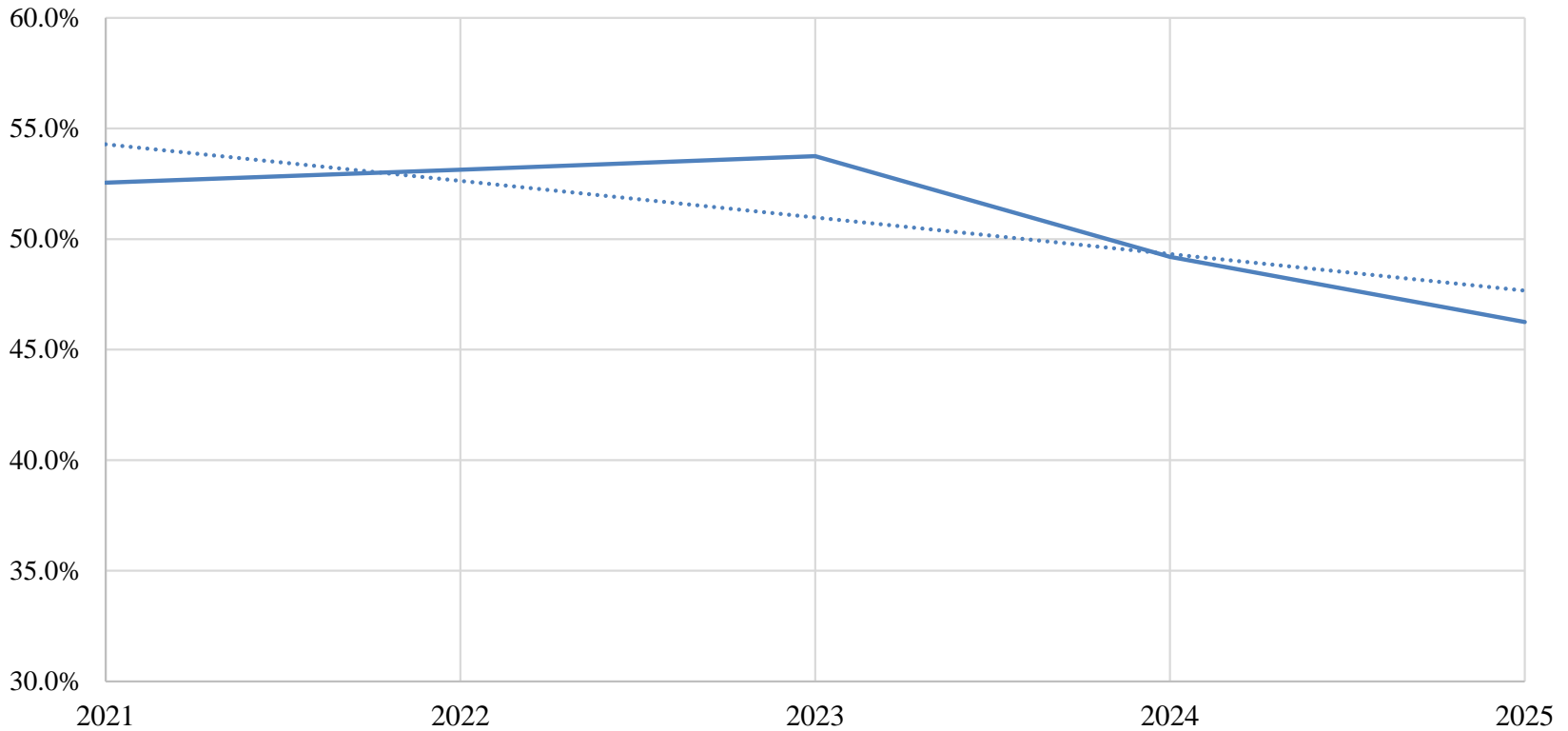
General Fund

Detailed Expenditure Analysis



	Personnel	Services and Contracts	Library Materials	Automation Operating	Other Categories
2024	\$7,759,627	\$1,282,646	\$1,084,864	\$325,553	\$322,628
2025	\$7,931,575	\$1,376,816	\$1,007,430	\$351,168	\$327,908
2025 Final Budget	\$8,443,299	\$585,045	\$976,000	\$338,000	\$188,200

Unassigned Fund Balance as a Percentage of the Annual Budget

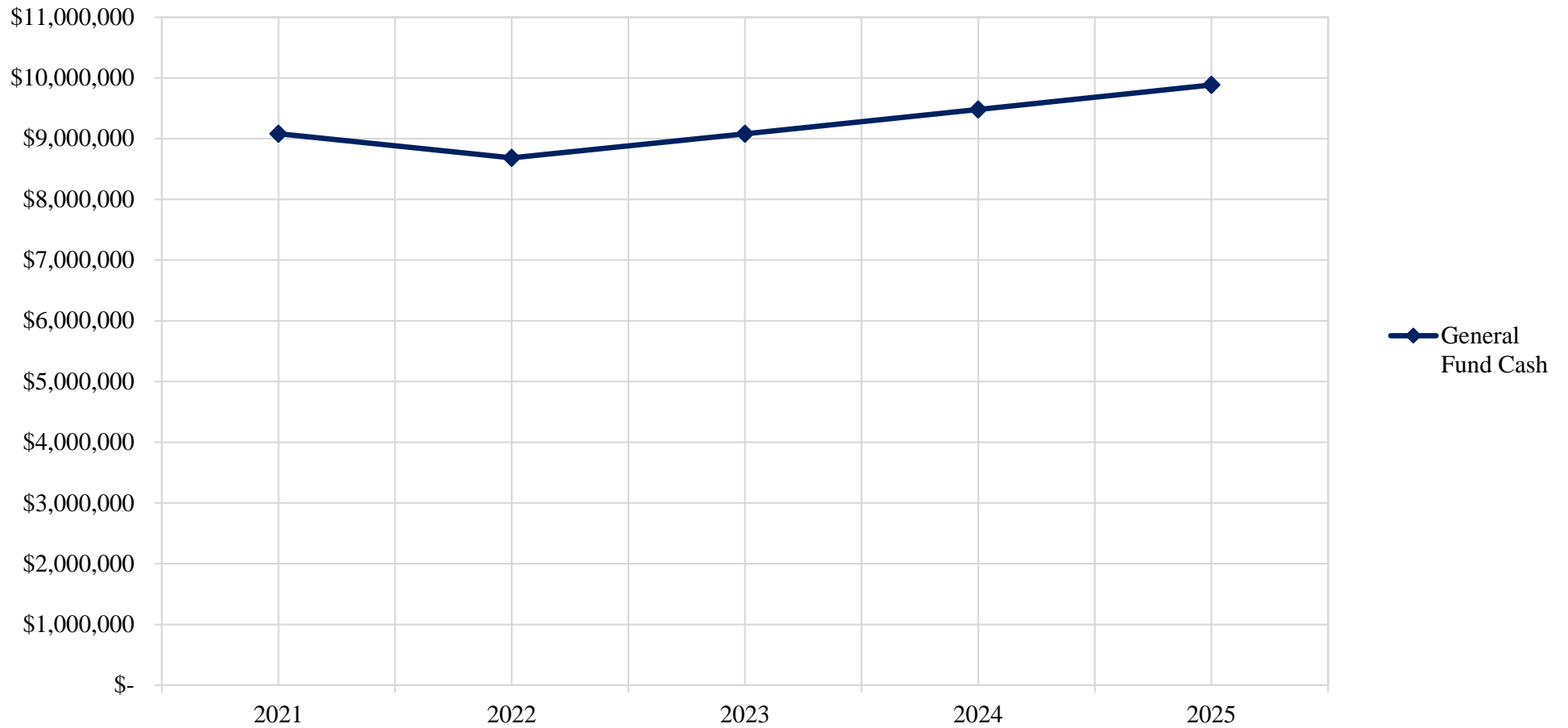


<u>Year</u>	<u>Percentage</u>
2021	52.5%
2022	53.1%
2023	53.7%
2024	49.2%
2025	46.2%

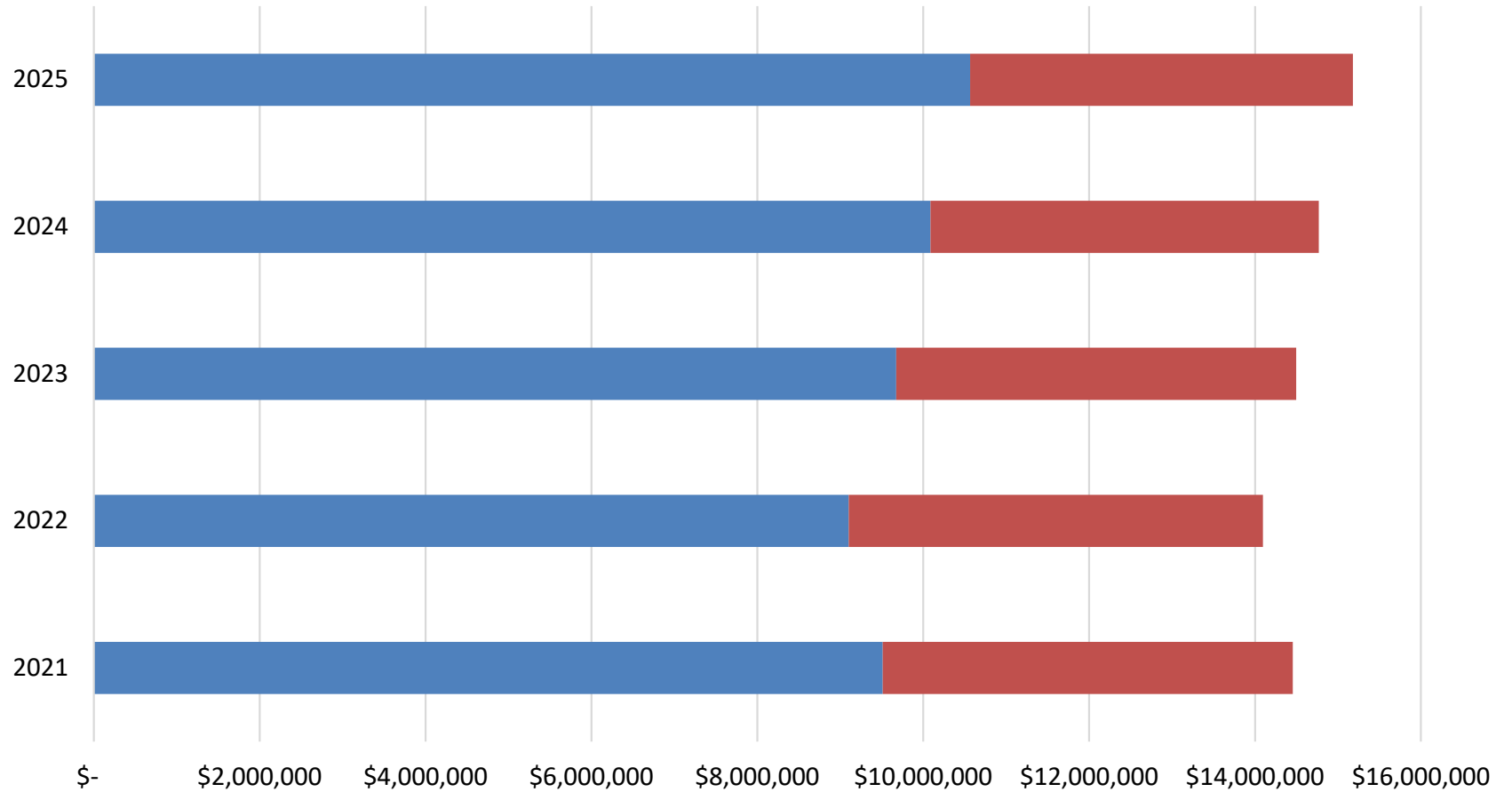
- Fund balance policy sets a target fund balance equal to at least 25% of budgeted operating expenditures (3 months of expenditures).

General Fund

Cash Trend Analysis

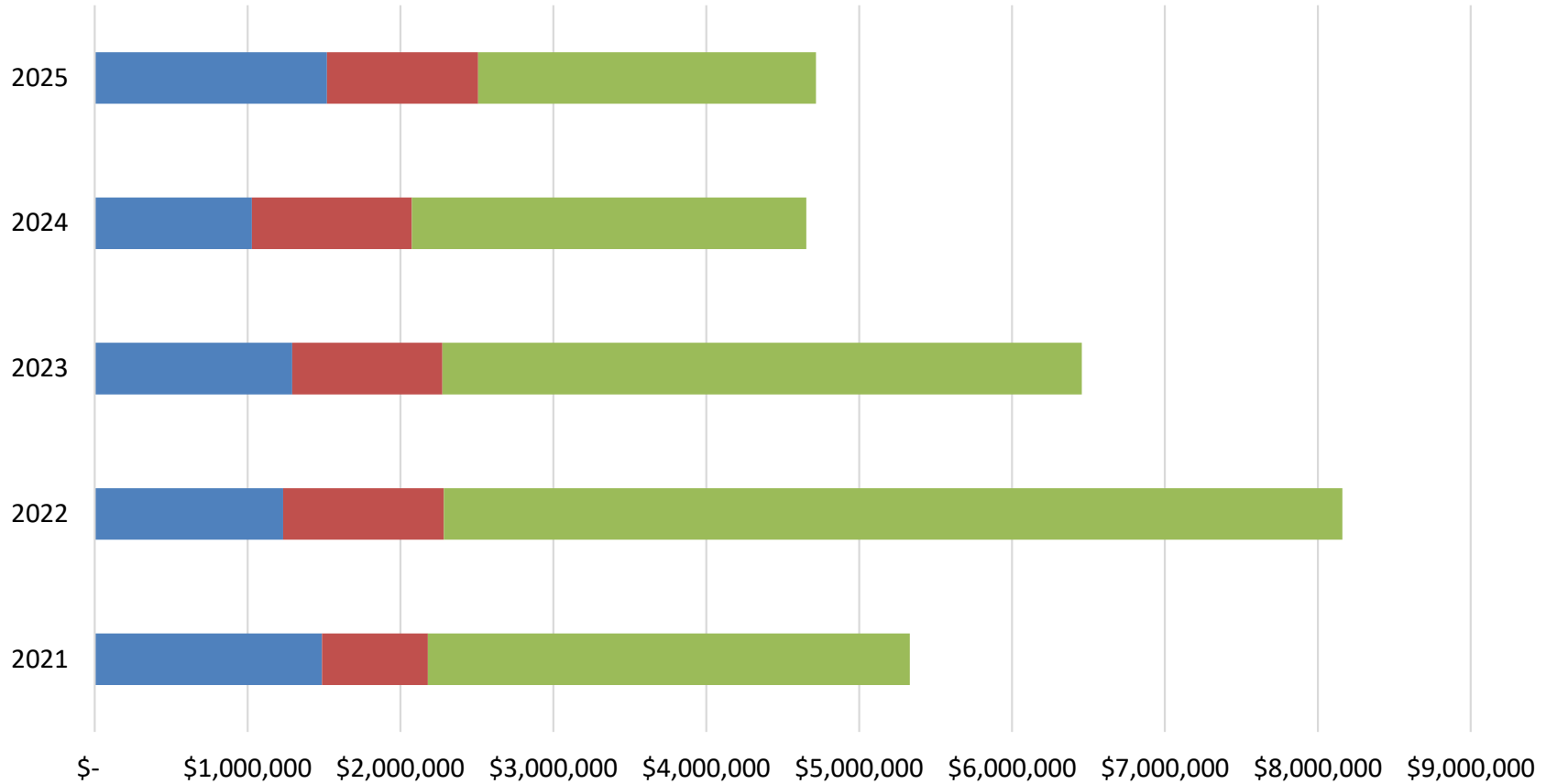


Entity-Wide Assets



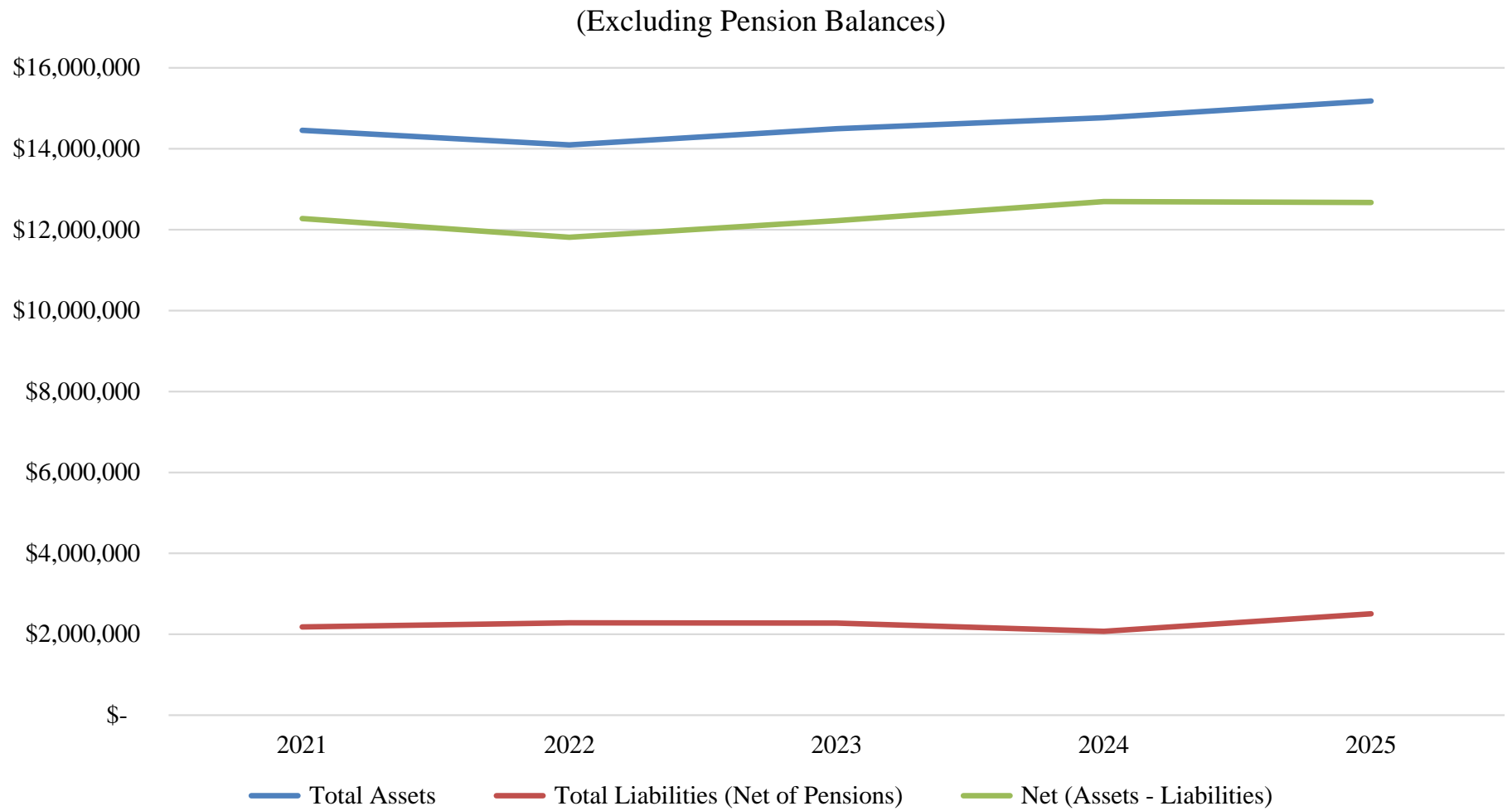
	2021	2022	2023	2024	2025
■ Current Assets	\$9,510,787	\$9,101,417	\$9,673,883	\$10,087,151	\$10,565,103
■ Capital/Noncurrent	\$4,945,067	\$4,994,113	\$4,822,977	\$4,682,010	\$4,615,816

Entity-Wide Liabilities



	2021	2022	2023	2024	2025
■ Current Liabilities	\$1,487,107	\$1,232,321	\$1,291,998	\$1,027,724	\$1,519,680
■ Debt/Noncurrent	\$692,469	\$1,051,323	\$982,113	\$1,046,998	\$987,466
■ Net Pension Liability	\$3,151,591	\$5,876,664	\$4,182,732	\$2,580,293	\$2,211,216

Entity-Wide Assets vs. Liabilities



Questions?

Ryan Schmidt, CPA

Partner

rschmidt@swco.cpa

320-251-0286

Ashley Meagher, CPA

Senior Manager

ameagher@swco.cpa

320-251-0286

May 19, 2026

Great River Regional Library Annual Review of the Unassigned Fund Balance

Note: The Board of Trustees is required to review the Unassigned Fund Balance following the annual audit presentation.

Unassigned Fund Balance as of December 31, 2025	\$	4,870,007.00
Less: 2024 Operating surplus to supplant 2026 budget	\$	(350,000.00)
2025 Operating surplus to supplant 2027 budget	\$	(350,000.00)
Spend down plan, 2026 budget	\$	(139,921.00)
Spend down plan, 2027 budget	\$	(63,595.00)
Spend down plan, 2028 budget	\$	(39,529.00)
Spend down plan, 2029 budget	\$	(23,374.00)
2026 Surplus Designation, Future AMHS projects + Accounting Transition	\$	(100,000.00)
Unused Surplus Designation: Accounting Transition	\$	41,627.00
 Adjusted Unassigned Fund Balance as of December 31, 2025	 \$	 3,845,215.00
 Decrease in Unassigned Fund Balance	 (Unassigned less adjusted balance) \$	 (1,024,792.00)
 2026 Operating Budget	 \$	 10,539,275.00
Average Monthly Expenditures (Operating Budget/12)		<u>878,273.00</u>
3-Months of Reserves in the Unassigned Fund Balance (Required)	\$	2,634,819.00
 Number of Months in Reserve		 4.38
 Adjusted Unassigned Fund Balance as of December 31, 2025	 \$	 3,845,215.00
3-Months of Reserves in the Unassigned Fund Balance (Required)		<u>2,634,819.00</u>
Amount in excess of 3 month's reserves as of December 31, 2025	\$	1,210,396.00

May 19, 2026

**MNLINK AGREEMENT Addendum No. 1 to the MNLINK Library Agreement
July 1, 2024 through June 30, 2029**

This Addendum No. 1 is made to the MNLINK Library Agreement effective July 1, 2024 through June 30, 2029 (the "Agreement") between the State of Minnesota, acting through its Minitex Information Network ("Minitex"), having its principal place of business at the University of Minnesota, Wilson Library, Room 60, 309 19th Avenue South, Minneapolis, MN 55455-0439, and Great River Regional Library, 1300 West Saint Germain Street, Saint Cloud, MN 56301 ("Organization"). This Addendum is effective when it is last signed by the parties. Organization and Minitex are collectively referred to herein as "Parties" in singular or plural usage, as required by context.

1. Library Responsibility for ILS Transition Costs

- a. Upon written notification by the Organization of the Organization's intent to transition to a new Integrated Library System (ILS) (the "Transition"), the provisions of this Section 1 shall immediately become effective.
- b. The Organization agrees to be solely responsible for and shall reimburse Minitex for ILS Vendor Transition Fees incurred by Minitex as a direct result of the Organization's Transition.
- c. Definition and Cap:
 - i. ILS Vendor Transition Fees are defined exclusively as the fees charged to Minitex by the vendor that manages and hosts the MNLINK software for the administrative and technical effort required to connect the Organization's new ILS to the MNLINK system, an expense triggered by the Organization's change.
 - ii. The total amount the Organization is required to reimburse Minitex under this Section 1 shall be capped at a maximum of ten thousand dollars (\$10,000.00) regardless of the actual fees Minitex may incur from its vendor.
- d. Minitex shall provide the Organization with an invoice equal to the lesser of the actual ILS Vendor Transition Fees or \$10,000.00. The Organization shall remit full payment of the invoiced amount within forty-five (45) calendar days of receiving the invoice.

2. Section 9 of the Agreement entitled "Indemnification" is Deleted and Replaced

Section 9 of the Agreement entitled "Indemnification" is deleted in its entirety and replaced with the following:

- 9) Liability
Each party will be responsible for its own acts and behavior and the results thereof to the extent authorized by law. A Party's liability will, to the extent applicable, be governed by the Minnesota Tort Claims Act, Minnesota Statutes section 3.736 or Minnesota statutes Chapter 466.

3. Other parts of the Agreement to remain Unchanged.

Except as expressly modified by this Addendum, all other terms, conditions and provisions of the original Agreement remain in full force and effect. This Addendum may be executed

electronically and in counterparts, and all counterparts when taken together shall constitute a complete Addendum.

Organization:

The Organization certifies that the appropriate person(s) has(have) executed the Agreement on behalf of the Organization as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____ Date: _____

By: _____

Title: _____ Date: _____

Minitex:

By: _____

Maggie Snow

Title: Minitex Director _____

Date: _____



REGIONAL LIBRARY BASIC SYSTEM SUPPORT (RLBSS)

FY 2027 (July 1, 2026 – June 30, 2027) Application

A. Applicant Information

1. Regional public library system name and address:

Great River Regional Library, 1300 W. St. Germain Street, St. Cloud, MN 56301

2. Name, title, phone, fax, and e-mail address of regional public library system’s chief administrator:

Brandi Canter, Executive Director, (320)650-2512 fax (320)650-2501, brandic@grrl.lib.mn.us

3. Educational background (including degrees, dates and institutions) and library work experience of the regional public library system's chief administrator:

Education:

- 1990 BA, Liberal Studies, University of Montana, Missoula, MT,
- 1995 MA, Media Studies, St. Cloud State University, St. Cloud, MN,
- 2014 MLIS, University of Wisconsin-Milwaukee, Milwaukee, WI.

Library Work Experience, all with Great River Regional Library, St. Cloud, MN:

- 2001 to 2009 – Branch Manager,
- 2009 to 2016 – Patron Services Supervisor,
- 2016 to 2025 – Lead Patron Services Supervisor,
- 2025 to current – Executive Director.

4. Number of FTE staff paid with RLBSS funds: 33.42

5. Attach a copy of all organizational agreements defining service expectations of membership, signed by participating political entities that were signed and/or updated since last year’s application. Please check appropriate box:

Organizational agreement(s) that are new or have been updated since the last application are attached.

There are no updates to organizational agreements.

6. Strategic Plan:

Regional Public Library Systems are required to provide State Library Services a long-range strategic plan in even numbered years. Because planning cycles vary and planning is continuous, please provide the most recent strategic plan.

Attached with application

7. Proposed Program Activities:

Regional Library Basic System Support is given to support services that include but are not limited to: communication among participants, resource sharing, delivery of materials, reciprocal borrowing, and cooperative reference service.

Activity: Resource sharing throughout the six-county region

GOAL: Support patrons' literacy.

- Enhance and support core literacy programs.
 - Strengthen reading programs by promoting the importance of reading to children's academic success and evaluating current efforts.
 - Devote local and regional resources to strengthen 1000 Books Before Kindergarten program.
 - Pilot Read2Grow program in two locations.
- Assist patrons with basic technology skills and artificial intelligence (AI).
 - Identify effective AI tools to use internally in order to create efficiencies and familiarize staff with ethical and effective AI use.
 - Develop methods to maximize current resources to assist patrons in building their skills.

Activity: Provide a unified integrated library system experience for GRRL users

GOAL: Eliminate barriers to library service.

- Present accessible library information (both digital and printed content).
 - Develop a sustainable method for providing language translations of essential communications.
 - Meet Web Content Accessibility Guidelines by 2027.
- Reduce barriers to obtaining a library account.
 - Identify potential options to photo ID for full-access accounts.
 - Develop additional homebound and/or offsite services.
 - Explore efficacy of providing family accounts.
- Develop local and regional partnerships to address gaps in service to underserved populations.

GOAL: Improve communication to increase awareness of existing services

- Develop multiple avenues for patrons to learn about or browse the collection.
 - Develop methods to link digital collection from physical library spaces.
 - Increase visibility of special collections and databases on the public website
- Strengthen reputation of GRRL as a trusted steward of information and resources.
 - Develop adaptive promotion/campaign for library as trusted source of information embedded into the editorial schedule.
 - Develop guidelines and prioritized outcomes for outreach activities in order to make the most of staffing and other resources.

Activity: Enhance communication among staff around the region and provide professional development opportunities.

GOAL: Improve internal communication.

- Update staff engagement survey practices.

- Identify and use multiple avenues for “bottom up” communication including workgroups, listening sessions, etc.

GOAL: Strengthen onboarding practices for new employees and training for both new and existing staff.

- Provide ongoing training for staff on how to evaluate information and use our existing resources (e.g. databases).
- Develop a plan for more strategic use of staff development dollars.

8. List local governmental units (cities and counties with branch or member libraries) participating in the region as of June 30, 2026, **and the amount of funding that the governmental unit provided** for operating purposes of public library service during the preceding year. *This information is used to determine compliance with state-certified level of library support requirements (Minnesota Statutes 134.34).*

Name of Participating Governmental Unit	Dollar Amount Provided for OPERATING Purposes
<u>GRRL Signatories:</u>	
Benton County	\$ 525,994.00
Morrison County	\$ 512,922.00
Sherburne County	\$ 1,427,713.25
Stearns County	\$ 2,249,424.25
Todd County	\$ 346,269.00
Wright County	\$ 2,343,678.00
<u>GRRL cities with supplemental levy:</u>	
City of Buffalo	\$ 115,588.55
City of Elk River	\$ 121,291.62
City of St. Cloud	\$ 355,548.17
<u>GRRL cities without a supplemental levy, but a separate library line item in budget:</u>	
City of Big Lake	\$ 16,773.00
City of Cold Spring	\$ 4,002.00
City of Delano	\$ 3,640.70
City of Eagle Bend	\$ 3,146.95
City of Little Falls	\$ 56,381.12
City of Monticello	\$ 86,076.41
City of Paynesville	\$ 205.00
City of Waite Park	\$ 1,422.13

GRRL cities without supplemental levy or budget line item for library, but do contribute to library operations from their general fund:

City of Foley	\$	1,000.00
City of Sauk Centre	\$	28,225.19
City of Staples	\$	26,462.91

9. If a participating governmental unit (city or county with branch or member library) has changed its library levy status (i.e., city levy transferred back to county levy, moved from associate, unaffiliated or stand-alone status to full membership status, etc.), please specify governmental unit, status change and effective date:

NA

10. Please list names of all nonparticipating (unaffiliated or stand-alone) public libraries that are not a member of this designated regional public library system:

NA

11. Please provide contact information, name and location of any new libraries completed or any buildings that underwent substantial remodeling in the last calendar year.

NA

12. Minnesota Statutes 2025 134.51 Subd. 5 requires that all public libraries must adopt a library materials policy. Please confirm that all libraries in the applicant system have adopted a library materials policy. If there is a library that has not adopted a library materials policy, please list them below and any relevant information about their efforts toward adopting a library materials policy.

GRRL has Collection Development policies that cover all 32 branches. These policies include collection goals and principles, intellectual freedom, selection and collection management, and a reconsideration of library materials policy and process. Collection Development policies are publicly available at griver.org/policies/collection-development.

B. Assurances

The regional public library system assures that it will comply with the following:

1. Funds shall be used only for purposes for which granted as specified in the approved grant application or approved by the Director of State Library Services in an amendment to the original application submitted under provisions of Minnesota Rule, 3530. Approval by the Director of State Library Services shall be obtained for expenses in a category that reflect more than a 10% change from the proposed budget in the approved application.
2. A narrative report indicating program or project results accomplished and a report of expenditures shall be filed with State Library Services on forms supplied by the State Library Agency no later than 90 days after the completion of the project or program, or the end of the state fiscal year, whichever is earlier, provided that such period shall not be less than 90 days. (Minnesota Rule, 3530.0200, subdivision 4(B)).
3. If participation by a regional public library system or a member local governmental unit is discontinued, ownership of the discontinuing system's or unit's assets, including cash or the fair market value thereof of such assets cannot be transferred by the applicant, if acquired during the last three years of participation from Regional Library Basic System Support funds, and shall revert to the Minnesota Department of Education for reassignment for library services elsewhere. (Minnesota Rule, 3530.0200, subdivision 4(C)).
4. The provisions of Title VI of the Civil Rights Act of 1964, (42 USC Sec. 2000d et seq.), its regulations and all other applicable federal and state laws, rules and regulations. (Minnesota Rule, 3530.0200, subdivision 4(D)).
5. That the regional public library system and its branches/members are in compliance with Minnesota Statutes 2004, section 134.50 (a) so that all public library computers with access to the Internet available for use by children under the age of 17 must be equipped to restrict, including by use of available software filtering technology or other effective methods, all access by children to material that is reasonably believed to be obscene or child pornography or material harmful to minors under federal or state law, and section (c) so that the library prohibits, including through the use of available software filtering technology or other effective methods, adult access to material that under federal or state law is reasonably believed to be obscene or child pornography.
6. That the regional public library system and its branches/members are in compliance with Minnesota Laws 2000, Chapter 492, Article 1, Section 49, Subd. 5A, and has adopted a policy to prohibit library users from using the library's Internet access workstations to view, print, or distribute material that is obscene within the meaning of Minnesota Statutes 1998, Chapter 617, Article 241.
7. An independent auditor's report of the systems' general purpose financial statements in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. The audit shall be submitted no later than 180 days after the close of the system's fiscal year. (Minnesota Rule, 3530.1200)

C. Signature Page

I certify that I have read the application (narrative, assurances, budget and attachments) and will comply with all provisions including any additional state, local, federal regulations and policies governing the funding that apply to my agency.

Signature:

Printed Name: Ed Popp

Chair, System Governing Board

Date: May 19, 2026

I certify that I have read the application (narrative, assurances, budget and attachments) and will comply with all provisions including any additional state, local, federal regulations and policies governing the funding that apply to my agency.

Signature:

Printed Name: Brandi Canter

Regional Public Library System Administrator

Date: May 19, 2026

D. Attachments and Due Date

- FY 2027 Proposed Budget (required): Please indicate how you plan to spend state aid dollars.
- Strategic Plan Document (required)
- Organizational Agreements (as needed)
- Previous year's completed audit (required)

Applications are due **Tuesday, June 30, 2026**. Please submit one PDF of the signed original application to emma.devera@state.mn.us

Regional Library System Name: Great River Regional Library	
State Fiscal Year 2027	
Proposed Budget	\$ 1,921,748.67
	Amount
Personnel Expenses	
Salaries and Wages	\$ 1,921,748.67
Benefits	
Staff Development, Tuition and Other Reimbursements	
Total Personnel	\$1,921,749
Total FTE Supported	33.42
Operating Expenses	
Telephone (voice and data)	
Telecommunications	
Computer Software and Software Licensing	
Other Technology Equipment	
Printing and Copying	
Postage and Delivery	
Travel and Mileage	
Rent	
Operating Leases or Rentals	
Utility Services	
Repairs and Maintenance Services	
Insurance	
Dues and Memberships	
Audit	
Board expenses, including per diem	
Materials and Supplies	
Other (please specify)	
Total Operating Expenses	\$0
Program Expenses	
Consulting Fees/Fees for Services	
Services Purchased from Other MN Joint Powers Agencies	
Automation System	
Delivery	
Vehicles	
Equipment	
Travel and Mileage	
Scholarships/Direct Member support	
Library Materials and Collections	
Communications and Marketing	
Staff Development	
Materials and Supplies	
Workshops and Events	
Other Contracted services	
Food and Beverages	
Other (please specify)	
Total Program Expenses	\$0
Total Anticipated State Aid Expenditures	\$1,921,749

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Noding and seconded by Council Member Seefeld.

**BIG LAKE CITY COUNCIL
RESOLUTION NO. 2026-18**

A RESOLUTION RESCINDING ADOPTED RESOLUTION NO. 2026-05 (REQUESTING THE GREAT RIVER REGIONAL LIBRARY TO CONDUCT A SPACE NEEDS ASSESSMENT FOR NEWLY CONSTRUCTED SPACE WITHIN THE BIG LAKE PUBLIC SAFETY FACILITY)

WHEREAS, the City Council of the City of Big Lake, Minnesota, previously adopted a resolution on January 21, 2026 requesting that the Great River Regional Library conduct a space needs assessment to evaluate potential relocation into newly constructed space within the Big Lake Public Safety Facility; and

WHEREAS, the original request was intended to inform future decision-making regarding the use of space within the Public Safety Facility and to evaluate opportunities for relocation of the Big Lake Great River Regional Library; and

WHEREAS, following additional discussion and evaluation, the City Council has determined that it is in the best interest of the City to retain the current library building as a city asset and to continue housing the library within the existing facility; and

WHEREAS, the City Council has also expressed interest in exploring the potential use of available space within the existing building to accommodate other community service organizations, while maintaining long-term ownership and control of the property; and

WHEREAS, based on this revised direction, the previously approved request for a space needs assessment related to relocation into the Public Safety Facility is no longer necessary.

Executive Director Report March 2026

It has been a very busy couple of months with a lot of meetings, trainings, and more. Regionally, we are glad to have the audit behind us, and we are gearing up for the best time of the year – Summer Reading Challenge! Libraries have been busy across the region. Below are a few highpoints.

Maintenance of Effort Questions

There have been several recent questions about Maintenance of Effort (MOE) amounts. These are the minimum amounts that counties and cities must spend on library services, as set by the state.

The current MOE amounts were set in 2011, before certification for calendar year 2012. They were based on 90 percent of each community's 2011 contributions. Before that, MOE was based on contributions from the previous three years. An important point is that since 2012, the state has not adjusted MOE amounts for inflation or any other changes.

GRRL uses a base budget process that starts by asking how much it will cost to provide the same level of service in the coming year as in the current year. The Joint Powers Agreement then determines the share each county is required to pay based on the formula of 1/3 population, 1/3 borrowers, and 1/3 net tax capacity. Thus, signatory contributions to maintain library open hours and services have increased due to wage growth and inflationary pressures.

As a result, there is a gap between required MOE amounts and actual contributions. For 2026, the total state-certified MOE for GRRL counties is \$2,379,855 less than what those counties are contributing.

In 2025, Minnesota State Counsel was asked to review MN Statute sections 134.34 and 275.761 to determine whether keeping MOE at 2011 levels follows state law, or whether it should instead be based on a rolling amount of the previous three years. After some initial confusion, State Counsel determined that using the 2011 amounts is the correct interpretation of the law. However, State Library Services (SLS) reported that State Counsel also noted that MOE amounts likely should be updated for inflation, although that issue was outside the scope of their decision.

As in past years, SLS will send the certified MOE amounts for 2027 at the end of summer. Regional library directors have asked SLS to include a clearer explanation of MOE amounts in those certification letters.

Visits around the region

In March and April, I completed small-group meetings with staff and visits with county boards.

For the small-group meetings, I met with staff across the region to discuss the budget process and the Strategic Plan. In total, I connected with more than 70 staff members across eight libraries and two Zoom sessions. Many staff asked about GRRL's revenue sources and whether federal budget cuts would affect our funding. I explained how the base budget works, including county contributions, Regional Library Basic System Support and other state grants, and interest income.

I also talked about eBook funding. The Minnesota Library Association (MLA) is working to raise awareness among legislators about the much higher cost of digital licenses compared to physical books. The MLA bill addressing this issue—SF3685/HF3698, Fair Contracts for Library eBooks—has stalled.

Our Strategic Plan discussions focused on two areas. First, I shared key findings from the 2022–2025 Strategic Plan evaluation included in the March board packet. Second, staff offered ideas for the 2026–2030 plan. Many suggestions focused on improving communication with patrons to increase awareness of existing services.

I visited five of our six counties, often joined by a local Library Services Coordinator. During these visits, we highlighted successful programs and partnerships at local libraries. The goal of these spring visits is to share the value of library services with county commissioners and thank them for their continued support.

I also reminded commissioners that GRRL is a consolidated system. This allows us to deliver efficient services through regional cost sharing while still maintaining a hometown feel through local programs, outreach, and friendly, community-based staff.

CRPLSA and PLA

The annual Metropolitan Library Service Agency (MELSA) meeting of the Council of Regional Public Library System Administrators (CRPLSA) was held March 30–31 at Ridgedale Library in Minnetonka. One major topic was the eBook bill mentioned above.

We also received updates from state partners. Minitex is developing voter education materials for libraries across Minnesota and is working with MLA on information literacy standards for schools. SLS shared updates on MOE and the America 250 initiative. As always, library directors discussed what is happening in their regions. A common theme statewide is the challenge of meeting community needs while managing growing budget pressures.

Upcoming regional director events include the MLA Big Issues Summit on June 22 and an in-person CRPLSA meeting at the Cloquet Library on July 23–24.

After the CRPLSA meeting, I attended the Public Library Association (PLA) Conference in Minneapolis. Although I had attended virtual sessions before, this was my first time attending in person. The conference met my expectations, with many engaging sessions and valuable networking opportunities.

Sessions I attended included:

- Becoming one library – internal communications,
- Engage, Empower, Evolve – Using staff input to strengthen culture,
- Leading neurodiversity-inclusive libraries – empowering staff to thrive,
- Trust and verify: information reliability in the age of SEO, AI and algorithms,
- How Gen Z use and don't use public libraries,
- Leading with intention – establishing a healthy leadership culture, and
- Mobile libraries vs. library deserts and underserved populations.

Highlighted Executive Director Activities since March Board Meeting

- Mar. 16 – ED Small Group meetings in Kimball and Howard Lake; Library Development Plan committee
- Mar. 17 – Presentation of 2025 activities to Sherburne County
- Mar. 19 – Organizational Orientation presentation
- Mar. 20 – MLA Legislative Update
- Mar. 24 – Presentation of 2025 activities to Stearns County
- Mar. 26 – Executive Director Small Group meetings via Zoom
- Mar. 30 & 31 – CRPLSA in-person meeting
- Apr. 1 through 3 – Public Library Association conference
- Apr. 7 – Presentation of 2025 activities to Todd County
- Apr. 9 – Meeting with Ehlers Investments
- Apr. 10 – LST meeting, Monticello Library staffing discussion
- Apr. 13 – Executive Director Small Group meeting in St. Michael; Library Development Plan committee
- Apr. 14 – Presentation of 2025 activities to Wright County
- Apr. 15 – Executive Director Small Group meetings in Elk River and St. Cloud
- Apr. 16 – Create CommUNITY Advisory Committee meeting
- Apr. 17 – MLA Legislative Update
- Apr. 21 – MAGIC Fund Webinar: *Short-term Investments in a Changing Interest Rate Environment*
- Apr. 22 – LST meeting
- Apr. 23 – Executive Director Small Group meeting in Staples
- Apr. 28 – Llama Llama Read-a-Rama event at the St. Cloud Library
- May 1 – CRPLSA and State Library Services meeting via Zoom
- May 4 – Meeting with Ehlers Investments; St. Cloud Community Foundation Committee meeting
- May 6 – Webinar, *From Data to Story: Communicating Nonprofit Impact that Inspires*
- May 11 – MPELRA Training, *Data Privacy for Supervisors*
- May 14 – LST meeting focusing on 2026-2030 Strategic Plan objectives

Management Reports May 2026

**Jeannette Burkhardt
Patron Services Supervisor**

Staffing

Chad Miller started as the new Library Services Coordinator (LSC) of the Elk River Library on Monday, March 30. He comes to us from Wright County. Until joining GRRL, Chad was working out of the Buffalo and Monticello libraries as the county’s outreach person. That role is part of the social work program partnership implemented in July 2025.

Other position openings have taken place sporadically. There is a possible opening in Delano due to a promotion/transfer of a Library Assistant to the new 30-hour per week position in Buffalo. The schedule evaluation is currently being completed.

Monticello is experiencing some resignations/retirements of staff. Schedule evaluation and discussions about creating some more sustainable positions are currently taking place.

St. Michael has also had a recent resignation. The Library Assistant position was recently evaluated, as was the current staff schedule. This position will be posted shortly.

Several branches are gearing up to hire and train summer Library Aides. This is a temporary position designed to help carry the increased workload during the Summer Reading Challenge (SRC). The following locations will have summer Aides this year: Annandale, Kimball, Elk River, Monticello, and St. Michael.

Read2Grow

The Read2Grow program is moving forward in Elk River and Little Falls. This program will run alongside the SRC that starts on June 8. Read2Grow is an opportunity for students in grades 1-3 that are reading below grade level. Participants will get extra reading practice with a volunteer mentor in a safe, inviting space within the library. The program is being funded with designated funds given to the Elk River and Little Falls libraries. There are two volunteer mentors signed in Elk River up to help students; recruitment for students is in progress.

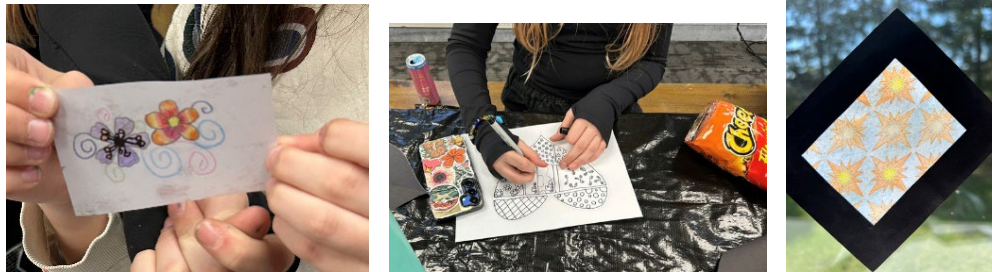
Becker Schools’ Art Show

The Becker Library hosted the Becker Schools’ Art show in April. This is an opportunity for the library and school district to collaborate and give students a chance to show off their artwork in a larger venue. The art teachers select projects throughout the year and invite the students and their families to a reception in the library. The art pieces remain the library for public viewing for about two weeks.



Big Lake Library and Wave Youth Center outreach

Staff at the Big Lake Library completed the third and final visit of the school year to the Wave Youth Center. This is an outreach event started by the LSC to connect with teens in the community and promote library services. Visits included an oiled paper sun catcher project for the kids. Staff discussed how the pioneers would use oiled or “greased” paper for windows in their homes due to the low cost and easy accessibility. They also discussed how the paper provided diffused lighting while keeping out bugs. Laura Ingalls Wilder mentioned her home having greased paper windows in her novel *On the Banks of Plum Creek*. The group also discussed the meaning of the words “transparent” and “translucent”.



Paynesville

During National Library Week in April, the Paynesville Library had volunteers from Magnifi Financial help with some spring cleaning. The shelves have been cleaned up and dusted.

Public Libraries Association (PLA) Conference

A few staff members from the Belgrade, Paynesville, and Delano libraries attended the PLA conference that was held in Minneapolis in April. This was a great opportunity for staff to meet and network with people from other library systems and learn about trends in the library world. All staff who attended have been sharing the highlights of their experience on the staff page for all GRRL staff to see.

Addie Carlson
Associate Director – Accounting

GRRL Annual Audit

In April, we received the initial draft of the annual audit from Schlenner Wenner. There is a post-audit meeting to discuss the results of the audit scheduled for Thursday, May 14. Brandi, two appointed board members, and I will attend. Schlenner Wenner will present the results of the audit to the full Board of Trustees at the May 19 Board meeting. The initial results of the audit show an unmodified (clean) opinion. There were no audit adjustments needed and no issues with Minnesota Legal Compliance. There is some lack of proper segregation of duties, which is common for an organization of our size, and we are always working to improve.

Payroll

A special payroll ran on Friday, April 10, to retroactively pay all bargaining unit employees who were still working under the 2025 Pay Range. The bargaining unit agreements for both units were approved at the April 8 Executive Committee meeting. Based on these contracts, Paid Time Off (PTO) accrual rate changes were also made and retroactively applied (back to December 21, 2025).

Investment Management

As of the end of April, we have 27 certificates of deposit (CDs) in the GRRL portfolio. Four are invested with local banks. In April, we made our first investment with Ehlers Public Financial Advisors by depositing

\$475,000 into our Pershing Inc. account. After meeting with Ehlers, we decided that our Financial policy Chapter 5. Deposits and Investments needed updates before we could invest in certain types of funds. Following Minnesota State Statute 118A, we worked with Ehlers and our legal counsel to draft a revision. The revisions include which types of investments we can use, how long we can invest funds, and permission to work with an advisory firm like Ehlers. We will present these changes and request approval at the May 19 Finance Committee meeting. In the meantime, our investment with Ehlers will stay in a money market account or short-term CDs. These updates will help increase both short- and long-term investment earnings and support responsible stewardship of public funds.

Matured CDs

Institution Name	Maturity Date	Amount	Net Rate of Interest	Interest at Maturity
Enterprise Bank, NE	03/16/2026	\$239,000	4.15%	\$10,333.31
Mission National Bank, CA	4/7/2026	\$239,000	4.20%	\$10,396.50
Nano Banc, CA	4/21/2026	\$239,000	4.20%	\$10,396.50

Purchased CDs

Institution Name	Maturity Date	Amount	Net Rate of Interest	Est. Interest at Maturity
T Bank, TX	3/16/2027	\$240,000	3.75%	\$9,360.00
Mission National Bank, CA	10/5/2026	\$245,000	3.95%	\$4,772.47
Nexbank, TX	04/21/2027	\$240,000	3.95%	\$9,480.00

Third-Party Collateral

GRRL holds a collateral agreement with BNY Mellon on behalf of Old National Bank. This agreement states that deposits held at Old National Bank are collateralized at 110% of face value. This aligns with 300 Financial Policy Chapter 5. Deposit and Investment.

Breanne Fruth
Communications & Development Coordinator

Fundraising

I continue to meet with GRRL’s LSCs for Locally Growin’ campaign evaluations. When meeting with an LSC, we review the strengths and opportunities of the past campaign at their branch(es) while addressing anything they would like to see in the next fundraising plan. My one-on-one meetings will be completed by mid-May and the evaluations will be considered in the 2027-2031 Fundraising Plan.

Also, we are seeking businesses and organizations for sponsors of GRRL’s Summer Reading Challenge (SRC). Sponsorships are at the following levels: \$500, \$750, and \$1,000. Sponsors of \$1,000+, who notified us before March 2, received their business’s logo on our book bags. The businesses featured on this year’s book bags are Central MN Noon Optimist Club, Elevate Dance Center, Evenson Decker P.A., Fuzzy Loon Designs, Garage Door Store, Grey Eagle – Burtrum Lions Club, Schlenner Wenner, St. Cloud Area Sertoma Club, and St. Cloud Friends of the Library. We also have St. Cloud Industrial Products, Infinite Eye Care, and Blaze Credit Union as \$750-level sponsors. American Legion Post #560, Belgrade Steel Tank Co., Moose Lodge #1400, Minnesota National Bank, STMA Women of Today, Blattner Company, and Stearns Electric are \$500-level sponsors.

Here is a proof of the SRC book bags:



Donors will receive their biannual print newsletter by mail in late May or early June. This edition features the decodables to support school systems, Carnegie 250 donations to Little Falls and Sauk Centre branches, a community-driven collection made possible through a planned gift, staff donor highlight (Royalton LSC Terri Deal-Hansen), and an invitation to support the SRC.

The 2026 Donor Appreciation Luncheon is scheduled for Wednesday, May 27, at the Howard Lake Public Library from 11:30 a.m. to 12:30 p.m. Donors at our Scholar (\$1,000+) and Visionary (5+ years of consecutive giving) levels are invited to attend. After lunch and a brief presentation by Executive Director, Brandi Canter, and myself, LSC Nicole Wilson will give donors a tour of the newest GRRL building. We appreciate the opportunity to thank our generous donors for their support of the library, and they enjoy learning about what is going on at the library and how their donations are spent.

Communications

Join the Great River Regional Library
SUMMER READING CHALLENGE

PLANT A SEED, READ

JUNE 8 TO AUGUST 8

For registration details contact your library or visit griver.org/summer-reading-challenge

ROYALTON PUBLIC LIBRARY
 12 N. Birch St. • Phone: 320-584-8151

We are preparing for local marketing efforts to promote the SRC. LSCs were given a selection to pick what best meets local interests. Marketing efforts will include sandwich board signs, banners, and boosted posts on social media. Radio ads will be on KASM 1150 AM, WJON 1240 AM, and Spirit 92.9 throughout the month of June. Digital billboard ads will be in St. Cloud, Waite Park, and Little Falls. Newspaper ads will be in the first publication of June in the Annandale Advocate, Benton County News, Cold Spring Record, Delano Herald Journal, Hometown News, Independent News Herald, Morrison County Record, Patriot News, Sauk Centre Herald, Staples World, Star Post, and Tri-County News.

Back by popular demand, we are hosting a Library Card Design Contest in the month of June. This contest was held in 2018, 2020, and 2024, and was very well received by the public. Artists of all ages are welcome to submit their design to be featured on a library card. Anyone living in GRRL’s service area may enter. Artwork will be judged on creativity, design, and how well it communicates the “Why do you love

your library?” message. Four winners will be chosen, one from each of the following categories: youth (ages 0-12), teen (ages 13-19), adult (ages 20+), and GRRL staff. The submission form featuring the contestant’s design may be submitted as a hard copy in-person at their local GRRL location, sent by mail, or a digital copy may be emailed. The submission deadline is June 30, 2026. Our plan is to have the winning designs printed and available at all locations in September for Library Card Sign-Up Month.

Jason Kirchoff
Patron Services Supervisor

New Role

By the end of May, the Patron Services transition should be complete. So far, I have assumed supervision of the Royalton, Pierz, Rockford, Buffalo, Sauk Centre, Upsala, Cokato, Howard Lake, Little Falls, and Swanville branches.

Staffing

We have hired a new Library Assistant in Little Falls; this branch is now completely staffed. We are currently working to hire a Library Assistant Substitute for the northern branches. Summer Library Aide interviews will soon commence for several library branches.

Cara Langston
Lead Patron Services Supervisor

Patron Services Supervisor (PSS) Transition

The transition of branch supervision continues as Jason picks up more branches. We hope to have branches fully transitioned to their final supervisors by the end of May or shortly afterwards. A few outstanding projects and hiring processes may slow the transition.

Significant Security Incident in Saint Cloud Public Library

On Wednesday, May 6, a member of the public walked into the St. Cloud Public library and began cursing, yelling, and threatening staff and patrons. The man lunged at patrons and staff and destroyed an information kiosk in the lobby. Staff responded immediately by contacting the police and trying to remove the man from the library. With staff’s best effort, this was still a chaotic situation that frightened many patrons and staff. Police responded, and the man was arrested and trespassed from the library.

Unfortunately, the City of St. Cloud recently lost a local withdrawal management clinic. Staff report increasing instances of patrons in crisis since the clinic closed. In addition, this incident comes on the heels of large groups of teens causing disturbances in the evening. We are sending staff to a community event hosted by the St. Cloud Somali Community & Faith Leaders where we hope to make connections and build relationships that can help us positively address teen behavior in the library.

Summer Reading Challenge (SRC) Preparation

Across the region, staff are excitedly preparing for the SRC. Every summer, we welcome large numbers of littles, school-age kids, and teens into the library to track their reading and other literacy adjacent activities. The theme this year is “Plant A Seed, Read!” Staff are prepping prizes, conducting school visits, and welcoming local classes into the library, which are building anticipation for the summer. In addition to being fun, the SRC helps build and cement a love of reading and literacy skills. It also helps prevent the “summer slide” by bolstering kids’ learning until they return to class in the fall. Summer Library Aides will be hired to assist in Foley and St. Cloud.

Llama Llama Read-a-Rama

Llama Llama took place on Tuesday, April 28, at the St. Cloud Public Library. Hosted annually by the United Way, the event celebrated early literacy with young children, their families, and caregivers. Planned and conducted by United Way and their volunteers, the event featured llamas, rabbits, guest readers, first responders with emergency vehicles, crafts, and other family friendly activities. Many attendees also left with new library cards and books. It is a great collaboration that fills the library with happy noise.



Jay Roos

Associate Director – Information Technology

Web Accessibility Work

Work continues on our public web site to meet Web Content Accessibility Guidelines (WCAG). Our engagement with the accessibility consultant is largely complete. They finished their assessment and many of the findings have been remediated. Our Web Developer has completed some of their training to help identify and fix issues going forward. We received FY 2026 Regional Library Telecommunications Aid (RLTA) Priority 2 funds for two additional tools to monitor our web site for issues and perform regular scans for shortcomings.

Our Web Developer is creating accessible document templates and staff training to ensure we maintain accessibility as we create and post new content.

GRRL was once subject to a 2027 deadline to complete the accessibility work. However, the Department of Justice recently extended the deadlines by a year so we now have until April of 2028 to reach full compliance.

Express Checkouts

In December 2025, GRRL seized the opportunity to purchase 12 new express checkouts at a significant discount. The new express checkouts bring the machines current with Windows 11 and up-to-date hardware. The express checkouts are now all installed and running across the region. The next phase of the project is to bring the machines that were not replaced up to date with Windows 11. We are working with our vendor to plan that portion of the project.

Penetration Testing

Our RLTA Priority 2 funds this year are paying for a penetration test of our networks. The test includes both an external test as if anyone out on the internet was attempting an attack and an internal test that places the “attacker” inside our networks. The tests will be performed in May.

Jami Trenam

Associate Director – Collection Development

Public Services Team Update: Family Cards

This year, I am co-chairing the Public Services Team (PST) as the Leadership Team representative. We recently wrapped up reviewing a Horizon feature that could allow us to launch “family cards.” Patrons often ask if we offer an option for families to link their library accounts. Unfortunately, the procedures to do this within Horizon are technically clunky, and there are some concerns about compliance with Minnesota’s data privacy practices. The team recommended revisiting the concept if the technology improves or if other Minnesota libraries begin to use it.

In the meantime, the team developed a list of solutions we can offer families to help manage their accounts. Options include having a parent keep the keychain card for each child/family member, using one email address to manage accounts, or using one parent’s card.

Upcoming Trainings

The Collection Development Librarians and I are preparing to offer three small-group trainings on collection management. We surveyed staff in April regarding what topics they would like to see covered, and we have sessions scheduled in July at the Elk River, Little Falls, and Paynesville libraries. We expect to have one or two people attend from each branch.

We are also surveying staff on their comfort level with our online resources. This data will help develop future training resources as part of our strategic plan efforts to provide ongoing training for staff on how to evaluate information and use our databases.

Nichol Wojcik

Associate Director – Human Resources

Hiring

Human Resources (HR) has been very busy with hiring. Between regular turnover and recruiting for the summer Library Aide positions, we have had close to, if not more than, 500 applications in the last 30 to 60 days! HR Generalist Dezra Rittmann is working hard to coordinate and schedule interviews.

Human Resources Management Association Conference

The Minnesota Counties Human Resources Management Association Spring Conference was in St. Cloud on May 8 and 9. I am excited that I was able to attend. It is nice to hear about topics that directly affect public employers. I hope I will be able to attend their Technical Days in July.

Minnesota Counties Intergovernmental Trust (MCIT) Training

At the end of May, the PSS and I will be attending investigation training offered by MCIT. I attended the training two years ago, and it was incredibly useful. I look forward to a refresher. It will be good cross training for the PSS so they are able to help if the need arises.

Building Reports May 2026

Benton

There were no reports for Benton County.

Morrison

Royalton: The city has made numerous updates to the building including installing baby changing tables in both public bathrooms, a railing for the stairwell going to the basement, a deadbolt lock for the inside of the library door, and a crash bar on the emergency exit.

Little Falls: Local staff are working with the Little Falls Friends of the Library (FOL) to clear FOL book sale items that initially took up approximately a third of the floor space on the third floor. Local staff are planning to use the \$10,000 Carnegie grant to make that space more inviting and patron-centered. The first stage of this process will involve cleaning, moving shelving, and adding a maker space table provided by the FOL.

In addition, the Little Falls Library's elevator stopped working the last week of April. The elevator technician was able to get it running temporarily, but it failed again on May 4. The elevator company will submit findings and make suggestions for repairs to the city.

Swanville: After concerning leaks while the snow melted, the library basement has been dry recently. The city is exploring grants to replace or repair the roof.

Sherburne

There were no reports for Sherburne County.

Stearns

Paynesville: The Ad Hoc building committee continues to meet monthly. Most discussion has become centered on funding for the new library building. The display boards that were used for the open house in February were displayed in the current library building for further public comment.

Melrose: Melrose will be undergoing a carpeting project in the fall. Currently, the tentative dates for this project are October 19 to 31. Discussions about the process, how to manage packing and unpacking of materials, and who is responsible for what is being discussed with city representatives.

Cold Spring: The city began work on the temporary space on April 20, and they estimate the process will take 3-4 weeks. An exact moving timeline will depend on state networking specialists for the Internet service move between buildings. Local and regional library staff continue to work with the city to make the process as smooth as possible.

Sauk Centre: The city's window installation project was successful! New windows were installed across the main and lower floor. The previous windows leaked and occasionally blew open during storms with heavy wind. The new windows are secure and make the library look clean and updated.

Todd

Eagle Bend: In early spring, the city installed a door between the library and museum spaces, as well as adding a front door to the museum side. Their intention is to allow the museum to operate when the library is closed. However, all the doors into and between the library and museum are keyed the same, which creates a security risk for the library. I have reached out to the city requesting that the spaces be keyed separately as soon as possible. We are working with the city toward a solution that secures the library space.

Grey Eagle: The current desk is sagging considerably, and the laminate desktop is flaking in several places. The Grey Eagle Library Association (GLEA), the local board sharing responsibility with the city for library expenses, approved and paid for a new library desk. The understanding was that the city would pay to run electrical and networking connections to the desk. Unfortunately, the Grey Eagle City Council later voted not to pay for the required electrical work. GELA then agreed to take responsibility for this financial commitment as well. The new desk, countertop, electrical and networking cables are all in. Information Technology is shifting GRRL technology. Patron Services staff are preparing to serve the public from the new workstation starting Friday, May 8, after which the city will remove the old desk.



Wright

Monticello: The Friends of the Library purchased two new book bins for the Monticello Library. These bins are for Easy books in the children's area and were built by a local, Kari Beck. Monticello also received a bench from the Monticello Women of Today organization. The bench will be outside the library once the parking lot improvements have been completed.

The parking lot improvements that are the result of a grant the City of Monticello received last fall, will begin in June. These improvements will last three weeks, and the drive-thru book return will need to be closed for the duration of that time. Exact dates of this project are still to be determined. Access to the building will be restricted while the city works on the section of parking lot near the building to improve handicapped accessibility. The building will remain open during this project, but access to the building may move from the main doors to the old entrance of the bank.

St. Michael: The city needed to perform some repairs on the HVAC unit at the St. Michael Library in April. The unit was not cooling, which resulted in a couple of very warm days in the library. Staff had several fans in the work areas to help circulate air. The unit has been repaired and seems to be functioning normally.

GRRL 2026-2030 Strategic Objectives and Key Results
Total Borrowers by Library – Q1 2026

Library	1/1/2026	4/1/2026	Total change YTD
Albany	2,231	2,260	29
Annandale	2,226	2,265	39
Becker	2,532	2,536	4
Belgrade	423	431	8
Big Lake	3,060	3,097	37
Buffalo	6,282	6,346	64
Clearwater	1,084	1,092	8
Cokato	1,384	1,389	5
Cold Spring	2,250	2,258	8
Delano	3,278	3,293	15
Eagle Bend	419	417	-2
Elk River	10,722	10,761	39
Foley	1,683	1,684	1
Grey Eagle	279	273	-6
Howard Lake	1,265	1,332	67
Kimball	862	858	-4
Little Falls	4,312	4,290	-22
Long Prairie	1,550	1,542	-8
Melrose	1,342	1,343	1
Monticello	5,304	5,274	-30
Paynesville	1,379	1,388	9
Pierz	1,088	1,102	14
Richmond	662	668	6
Rockford	1,319	1,301	-18
Royalton	1,127	1,115	-12
Saint Cloud	23,321	23,396	75
Saint Michael	10,508	10,614	106
Sartell Locker	838	811	-27
Sauk Centre	1,676	1,728	52
Staples	1,739	1,705	-34
Swanville	271	260	-11
Upsala	471	461	-10
Waite Park	2,664	2,701	37
Region Total	99,551	99,991	440

GRRL 2026-2030 Strategic Objectives and Key Results
New Borrowers by Library – Q1 2026

Library	2026 Q1 new borrowers	2025 Q1 new borrowers	2024 Q1 new borrowers	2023 Q1 new borrowers	2022 Q1 new borrowers
Albany	73	79	69	71	47
Annandale	93	73	69	73	61
Becker	87	94	98	67	85
Belgrade	12	14	18	13	19
Big Lake	166	138	125	106	101
Buffalo	306	274	312	259	211
Clearwater	41	34	54	36	37
Cokato	47	35	51	43	48
Cold Spring	80	79	92	80	70
Delano	135	138	155	132	91
Eagle Bend	20	12	19	20	22
Elk River	567	602	636	554	447
Foley	49	47	59	63	40
Grey Eagle	7	7	7	7	16
Howard Lake	81	51	52	23	62
Kimball	33	29	28	42	36
Little Falls	155	154	271	155	179
Long Prairie	59	111	54	67	49
Melrose	31	36	45	49	25
Monticello	212	271	243	247	198
Paynesville	46	49	40	52	54
Pierz	36	20	34	32	30
Richmond	20	22	20	20	20
Rockford	37	49	69	60	43
Royalton	19	41	57	29	52
Saint Cloud	1,176	1,236	1,236	1,115	991
Saint Michael	421	466	504	388	386
Sartell	29	71	87	71	51
Sauk Centre	109	64	82	52	42
Staples	71	85	74	147	86
Swanville	7	7	12	10	24
Upsala	13	14	24	22	11
Waite Park	134	97	139	117	86
Region Total	4,372	4,499	4,835	4,222	3,720

January 2026 Circulation Statistics

Location	Month Total	CKO Sessions	Circ/Hour Jan 2026	Circ/Hour Jan 2025	CPH % Change	YTD 2026	YTD 2025	% Change YTD
Albany	4,679	759	29	36	-17.4%	4,679	5,773	-19.0%
+ Annandale	3,375	679	29	29	1.1%	3,375	3,250	3.8%
Becker	3,559	704	27	31	-14.2%	3,559	4,243	-16.1%
Belgrade	570	163	6	7	-10.1%	570	613	-7.0%
Big Lake	4,936	809	37	39	-4.7%	4,936	5,240	-5.8%
Buffalo	12,084	2,292	63	69	-8.3%	12,084	13,451	-10.2%
+ Clearwater	2,340	425	23	20	13.6%	2,340	2,059	13.6%
Cokato	2,918	505	23	25	-8.3%	2,918	3,306	-11.7%
Cold Spring	5,335	895	35	36	-2.6%	5,335	5,696	-6.3%
+ Delano	6,702	1,090	37	36	3.2%	6,702	6,676	0.4%
+ Eagle Bend	1,268	190	14	13	11.1%	1,268	1,180	7.5%
Elk River	14,339	2,410	74	75	-1.8%	14,339	14,907	-3.8%
Foley	3,455	584	23	27	-15.6%	3,455	4,147	-16.7%
+ Grey Eagle	614	149	7	6	23.1%	614	571	7.5%
Howard Lake	2,047	423	16	19	-12.6%	2,047	2,378	-13.9%
+ Kimball	1,700	306	18	17	5.1%	1,700	1,565	8.6%
Little Falls	6,582	1,346	36	38	-6.6%	6,582	7,240	-9.1%
+ Long Prairie	2,853	591	19	17	12.7%	2,853	2,601	9.7%
+ Melrose	12,264	650	114	105	8.0%	12,264	11,568	6.0%
Monticello	8,913	1,619	52	58	-10.5%	8,913	10,313	-13.6%
Paynesville	1,519	390	11	11	-1.7%	1,519	1,585	-4.2%
+ Pierz	1,655	392	14	14	5.2%	1,655	1,628	1.7%
+ Richmond	1,224	255	13	13	3.6%	1,224	1,181	3.6%
Rockford	3,028	412	23	24	-4.2%	3,028	3,209	-5.6%
Royalton	1,125	283	12	12	0.1%	1,125	1,172	-4.0%
Saint Cloud	34,802	6,097	145	151	-3.8%	34,802	36,794	-5.4%
Saint Michael	17,226	2,778	88	81	8.5%	17,226	16,208	6.3%
Sauk Centre	4,097	768	29	35	-18.5%	4,097	5,134	-20.2%
Staples	3,509	641	24	24	-1.9%	3,509	3,675	-4.5%
Swanville	261	72	4	7	-46.0%	261	571	-54.3%
Upsala	2,009	333	20	20	-4.2%	2,009	2,036	-1.3%
Waite Park	6,306	1,327	48	46	4.4%	6,306	6,318	-0.2%
Sartell Locker	746	203				746	954	-21.8%
Total	178,040	30,540	41	43	-3.5%	178,040	187,242	-4.9%
+ Total Digital	52,662					52,662	45,724	15.2%

+ Indicates an increase in YTD circulation total over last year

February 2026 Circulation Statistics

Location	Month Total	CKO Sessions	Circ/Hour Feb 2026	Circ/Hour Feb 2025	CPH % Change	YTD 2026	YTD 2025	% Change YTD
Albany	4,201	694	28	32	-11.8%	8,880	10,535	-15.7%
+ Annandale	3,317	626	31	32	-1.5%	6,692	6,617	1.1%
Becker	3,337	710	26	31	-14.2%	6,896	8,133	-15.2%
Belgrade	578	161	7	8	-16.0%	1,148	1,301	-11.8%
Big Lake	4,405	715	36	39	-8.0%	9,341	10,030	-6.9%
Buffalo	11,601	2,128	64	72	-12.0%	23,685	26,631	-11.1%
+ Clearwater	1,900	365	20	20	-1.6%	4,240	3,990	6.3%
Cokato	3,083	477	26	25	3.3%	6,001	6,291	-4.6%
Cold Spring	4,632	785	33	34	-4.1%	9,967	10,526	-5.3%
+ Delano	6,310	1,015	38	37	0.2%	13,012	12,975	0.3%
+ Eagle Bend	1,395	197	16	12	30.6%	2,663	2,248	18.5%
Elk River	14,021	2,247	77	78	-2.1%	28,360	29,230	-3.0%
Foley	3,669	579	27	27	-3.1%	7,124	7,932	-10.2%
Grey Eagle	467	131	6	7	-8.8%	1,081	1,165	-7.2%
Howard Lake	2,035	436	17	18	-1.3%	4,082	4,440	-8.1%
+ Kimball	1,569	298	19	16	20.1%	3,269	2,871	13.9%
Little Falls	6,471	1,297	37	34	10.3%	13,053	13,106	-0.4%
+ Long Prairie	2,709	581	19	19	-0.6%	5,562	5,325	4.5%
+ Melrose	11,872	684	116	108	7.8%	24,136	22,581	6.9%
Monticello	8,906	1,563	55	59	-8.1%	17,819	20,002	-10.9%
Paynesville	1,590	391	13	12	2.8%	3,109	3,132	-0.7%
+ Pierz	1,933	430	18	16	15.4%	3,588	3,303	8.6%
Richmond	1,016	214	12	15	-20.3%	2,240	2,456	-8.8%
Rockford	2,864	400	23	26	-10.0%	5,892	6,392	-7.8%
Royalton	950	224	11	10	3.9%	2,075	2,086	-0.5%
Saint Cloud	32,799	5,728	146	145	0.5%	67,601	69,419	-2.6%
Saint Michael	15,303	2,506	84	85	-2.1%	32,529	31,847	2.1%
Sauk Centre	4,184	761	31	35	-9.4%	8,281	9,752	-15.1%
Staples	3,388	656	24	28	-12.1%	6,897	7,530	-8.4%
Swanville	285	68	4	6	-34.0%	546	1,003	-45.6%
Upsala	1,400	263	15	20	-25.6%	3,409	3,917	-13.0%
Waite Park	5,665	1,189	46	47	-1.1%	11,971	12,045	-0.6%
Sartell Locker	807	188				1,553	1,830	-15.1%
Total	168,662	28,707	42	43	-3.3%	346,702	360,641	-3.9%
+ Total Digital	44,881					97,543	87,670	11.3%

+ Indicates an increase in YTD circulation total over last year

March 2026 Circulation Statistics

Location	Month Total	CKO Sessions	Circ/Hour Mar 2026	Circ/Hour Mar 2025	CPH % Change	YTD 2026	YTD 2025	% Change YTD
Albany	4,917	823	29	32	-11.4%	13,797	15,925	-13.4%
+ Annandale	4,100	769	33	28	15.7%	10,792	10,048	7.4%
Becker	4,006	789	28	33	-17.0%	10,902	12,827	-15.0%
Belgrade	497	153	5	12	-55.6%	1,645	2,455	-33.0%
Big Lake	5,541	880	40	40	-1.7%	14,882	15,508	-4.0%
Buffalo	14,428	2,540	68	74	-7.8%	38,113	41,841	-8.9%
+ Clearwater	2,122	481	19	21	-9.6%	6,362	6,275	1.4%
Cokato	3,326	569	24	26	-7.5%	9,327	9,756	-4.4%
Cold Spring	5,130	872	32	35	-7.6%	15,097	15,976	-5.5%
+ Delano	7,333	1,225	38	37	3.5%	20,345	19,804	2.7%
+ Eagle Bend	1,450	192	14	12	15.4%	4,113	3,445	19.4%
Elk River	16,925	2,707	81	83	-2.5%	45,285	46,250	-2.1%
Foley	4,057	623	26	26	-0.1%	11,181	11,864	-5.8%
Grey Eagle	505	136	6	6	4.0%	1,586	1,736	-8.6%
Howard Lake	2,171	461	16	19	-14.2%	6,253	6,969	-10.3%
+ Kimball	1,593	325	16	16	1.1%	4,862	4,494	8.2%
Little Falls	7,202	1,506	37	37	-2.0%	20,255	20,265	0.0%
+ Long Prairie	3,105	604	19	18	5.8%	8,667	8,169	6.1%
+ Melrose	12,570	706	106	113	-6.8%	36,706	35,848	2.4%
Monticello	10,111	1,829	54	57	-5.5%	27,930	30,527	-8.5%
Paynesville	1,679	415	12	14	-14.1%	4,788	5,046	-5.1%
+ Pierz	1,744	405	15	15	0.6%	5,332	5,081	4.9%
Richmond	1,128	246	11	14	-18.0%	3,368	3,832	-12.1%
Rockford	3,381	473	23	23	1.3%	9,273	9,682	-4.2%
Royalton	1,039	282	11	12	-10.7%	3,114	3,286	-5.2%
Saint Cloud	36,386	6,375	141	149	-5.5%	103,987	107,333	-3.1%
Saint Michael	18,630	2,967	89	92	-3.4%	51,159	50,758	0.8%
Sauk Centre	4,174	815	27	35	-22.6%	12,455	15,005	-17.0%
Staples	3,419	677	21	26	-20.4%	10,316	11,719	-12.0%
Swanville	316	78	4	6	-38.8%	862	1,537	-43.9%
Upsala	1,620	294	15	18	-19.2%	5,029	5,903	-14.8%
Waite Park	5,952	1,302	43	46	-4.7%	17,923	18,248	-1.8%
Sartell Locker	864	214				2,417	2,708	-10.7%
Total	191,421	32,733	41	44	-6.1%	538,123	560,120	-3.9%
+ Total Digital	50,354					147,897	134,069	10.3%

+ Indicates an increase in YTD circulation total over last year

Great River Regional Library			January 2026	February 2026	March 2026	Total
Enhance and support core literacy programs	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
Number of 1000 BBK programs offered, number of new participants	Patron Services		140	0	0	140
Pilot Read2Grow, number of volunteers contacted	Patron Services	NA	0	10	3	13
Pilot Read2Grow, number of volunteers trained	Patron Services	NA				
Pilot Read2Grow, number of child/mentor pairs	Patron Services	NA				
Assist patrons with basic technology skills and artificial intelligence.	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
AI tools identified for potential staff use	PS / HR / IT	NA				
Number of trainings given	PS / HR / IT	NA				
Staff training attendance	PS / HR / IT	NA				
Develop multiple avenues for patrons to learn about or browse the collection	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
Create messaging and graphics that promote collection and access	ComDev	NA				
Build methods to promote stronger visibility and promotion.	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
Social media engagement/interactions	ComDev	1,238	544	328	637	1,509
Number of e-newsletter subscribers	ComDev	3,775	3,917	3,929	3,956	
E-newsletter open rate	ComDev	51%	47.5%	49.7%	46.96%	
Strengthen reputation of GRRL as a trusted steward of information and resources.	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
Determine current 'reputation score'	Executive Director					NA
Staff trainings provided	Human Resources					
Number of staff trained	Human Resources					
Present accessible library information	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
# public-facing documents/handouts/etc. translated	Com Dev					
Materials meet accessibility best practices	Com Dev					
Accessibility scanner score improvements	IT					

Great River Regional Library			January 2026	February 2026	March 2026	Total
Reduce barriers to obtaining a library account	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
New borrowers	Leadership Support Team	4,499	1,526	1,370	1,604	4,500
Percent new borrowers	Leadership Support Team	3.89				3.80
New borrower initiatives	Leadership Support Team					
Build meaningful relationships with schools, organizations, counties, and cities to support library services	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
Staff trained on outreach guidelines	HR / PS					
Core Metrics	Owner	Baseline Q1 2025	Status 1/31/2026	Status 2/28/2026	Status 3/31/2026	Q1 2026 Cumulative
Key metric - New resident borrowers regional increase	Leadership Support Team					
Key metric - Total current resident borrowers regional increase	Leadership Support Team					
Key metric - Items/checkout session by library increase	Leadership Support Team					
Key metric - Circulation - physical materials	Leadership Support Team	560,120	178,040	168,662	191,421	538,123
Key metric - Circulation - digital materials	Leadership Support Team	134,419	52,662	44,881	50,354	147,897
Key metric - Circulation/Open Hour by library increases	Leadership Support Team					
Key metric - \$ collected - Miscellaneous receipts	Accounting	\$32,621.72	\$10,877.28	\$10,505.82	\$13,981.07	\$ 35,364.17
Key metric - \$ collected - investment revenue	Accounting	\$96,719.15	\$47,227.31	\$51,453.94	\$24,165.73	\$ 122,846.98

Staff Recognition Report
2026 - Quarter 2
April 1 - July 31

First Name	Last Name	Department	Supervisor	Celebration Date	Years of Service
Julie	Bouchie	Communications/ Development	Fruth, Breanne	6/10/2026	25
Chris	Getz	Tech Services	Trenam, Jami	4/17/2026	20
Dawn	Shay	Sauk Centre	Geroge, Marisa	4/19/2026	20
Ruth	Laumb	St. Cloud Patron Services	Mallo, Chris	4/24/2026	20
Marla	Scherber	Monticello	Burkhard, Jeannette	5/3/2026	20
Amy	Schrank	Collection Development	Trenam, Jami	6/1/2026	20
Rendi	Christensen	Waite Park	Bauer Mundell, Jalyssa	4/4/2026	15
Becky	Halderson	Buffalo	Teesdale, Katie	6/20/2026	15
Kelly	Travis	St. Cloud Patron Services	Blotkamp, Eric	6/6/2026	10
Erin	Mallo	Accounting/ Payroll	Carlson, Addie	6/2/2026	5
Lori	Johnson	Royalton	Deal-Hansen, Terri	5/3/2026	5
Tricia	Tumberg	Cokato/ Howard Lake	Wilson, Nicole	5/3/2026	5
Heidi	Becker	Annandale/ Kimball	Asfeld, Carla	5/17/2026	5
Yvonne	Pearson	St. Cloud Library Aide	Thompson, Jen	5/17/2026	5
Nancy	Taylor	Waite Park	Bauer Mundell, Jalyssa	4/3/2026	3
Eric	Knese	Driver	Sjostedt, Colleen	4/10/2026	3
Becky	Botz	St. Cloud Patron Services	Blotkamp, Eric	5/15/2026	3
Kyle	Schmitt	St. Michael	Bunting, Nancy	5/15/2026	3
Katie	Myles	Becker/ Big Lake	Honer-Dawson, Hilary	6/27/2026	3
Traci	Granzow	Buffalo	Teesdale, Katie	5/5/2026	1
Chris	Deppa	St. Cloud Library Aide	Thompson, Jen	5/12/2026	1
Kelly	McLeod	Clearwater	Fogal, Tera	5/13/2026	1
Mike	Quady	Rockford	Heitz, Christina	5/13/2026	1
Carrie	Betancourt	Little Falls	Lauber, Jade	5/27/2026	1
Felicia	Fiedler	Collection Development	Trenam, Jami	6/23/2026	1
Jennifer	Frank Heinze	Library Assistant- Substitute	Geroge, Marisa	4/18/2026	1
Meghan	Porter	Library Assistant- Substitute	Scherber, Marla	5/9/2026	1
Elizabeth	Norgren	Library Assistant- Substitute	Mallo, Chris	6/10/2026	1

Retirements

First Name	Last Name	Department	Supervisor	Retirement Date	Years of Service
Joy	Fiore	St Cloud Technical Services	Trenam, Jami	4/30/2026	21
Lori	Johnson	Royalton	Deal-Hansen, Terri	5/9/2026	5
Kerry	Burri	Saint Michael	Bunting, Nancy	5/30/2026	9
Shelly	Kuelbs	Foley	Langston, Cara	5/30/2026	12

HR Annual Statistics

Year	Turnover	Separations	Avg Employees	New Hires	Promo/ Transfers	Applications	Interviews
2004	10.13%	23	227	48	na	440	103
2005	16.59%	37	223	60	na	1029	211
2006	12.55%	29	231	50	na	1392	297
2007	12.86%	31	241	49	22	889	225
2008	11.81%	30	254	41	7	1010	235
2009	11.07%	28	253	27	8	935	154
2010	17.24%	45	261	41	16	1090	190
2011	15.27%	40	262	42	7	937	255
2012	15.66%	44	281	41	9	769	266
2013	23.83%	61	256	27	22	**	273
2014	12.86%	34	264	41	15	360*	85*
2015	13.66%	37	271	38	13	558	212
2016	18.33%	50	273	46	14	569	207
2017	18.06%	50	277	52	8	542	212
2018	14.51%	40	276	41	6	481	178
2019	16.50%	45	273	40	8	484	178
2020	20.00%	50	250	16	19	373	103
2021	20.34%	48	236	45	3	509	199
2022	19.67%	47	239	58	13	468	184
2023	21.58%	52	241	44	11	242	182
2024***	21.50%	46	232	31	14	696	172
2025	18.80%	43	220	41	5	824	261

*2014 Applications and Interviews are calculated from April 1 - December 31, 2014 with the implementation of ADP Applicant Tracking Module.

**2013 - 14 open positions were carried over and filled in 2014. 2013 numbers are estimates due to HRMS software conversion.

***2024 Moved from ADP to Paylocity; not calculating stats manually.