

ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: November 21, 2022 5PM

You may join the meeting via internet. If you want to just listen to the meeting please utilize the electronic method below:

Join Zoom Meeting

<https://us02web.zoom.us/j/85654761836?pwd=bDIzOTNaUkJqbmV2OXo1R2UvUVM1dz09>

Meeting ID: 856 5476 1836 Passcode: 223829

- A. Roll call & quorum
- B. Approve minutes of previous meeting
- C. Correspondence
- D. Public comments
- E. Director's Report
- F. Financial report and approval of warrants
- G. Committee Reports
- H. Old business
 - 1. CIP Project, Public Hearing
- I. New business
 - 1. December 24th (Saturday close)
 - 2. Annual report
 - 3. FY24 Budget
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, December 19, 2022, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, October 17, 2022 at 5:00 p.m. at the library.

Those present were: Levi Baber, Travis Estep, Heather Frese, Michael Carr, Sue Gradoville, Lisa Kobernusz, Barb Rardin. Absent: Corey Melhus, Susan Posch. The meeting was called to order by Carr at 5:00 p.m. There was a quorum present.

The September 19, 2022 meeting minutes were presented by Williams. A motion to approve the minutes with correction as to who was present and next meeting date was made by Gradoville and seconded by Frese, motion carried unanimously.

The Director's report contained the following items for October 2022:

1. The circulation for September was 11,361. Computer usage was 754, Wi-fi usage was 1,215 sessions and we had 2,167 visits to our website. The meeting room was reserved 22 times.
2. The library received a grant from ALA-PLA for digital literacy programming (\$7,000) and a donation from 1964 girls' coffee group (\$100). The library received \$266 for library sales and \$140 in desk donations. The Friends deposited \$285.68 for book sales.
3. We have planned Tech for Beginners to help offer classes to increase technology access and training. All are welcome to join the summit October 19th. Corey Melhus will be our special speaker on Cybersecurity as October is Cybersecurity awareness month.
4. The library's storywalk is finally going to be installed October 22 in McHose Park. I've invited all service clubs to participate. We will have some volunteers from Rotary, Lions and Kiwanis. Special thanks to Anthony Calek for assisting us with the heavy equipment for post digging.
5. The city's new software system is coming but training won't occur until August of 2023. All department heads will need more training on the system as our current workflow for payroll and bills, budgets will change.
6. The Friends of the Library have an upcoming Trivia fundraiser planned Saturday, November 12 at DMACC Boone campus - doors open at Tickets are \$15 per person. 8 people is the max per table. There is no minimum - Individual tickets can be bought by any number. Prizes are awarded for costumes/table décor.
7. The Library's digitization part of the Historical Resource Development program is completed. The Boone papers are available for searching up to 1929. I am still adding our logo and information to the site, so have not created a link on our website and marketed it yet, but the site is now available at :
<https://boone.advantage-preservation.com/>

As soon as all the information regarding funded by and provided by with logo is added it will be available and posted on our media and marketed.

8. I would like to begin investigating options for desk reconfiguration on the main floor and in the children's department. We do have challenges with the current set up and helping and welcoming patrons, and library customer service desk trends have changed from the 1990's. If I find something worthy of consideration I will bring it to our building committee.

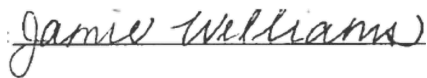
A motion to accept the Director's report was made by Kobernusz and seconded by Gradoville and carried unanimously.

The financial reports for October were examined and filed. A motion approving the financial reports and payment of warrants was made by Frese and seconded by Rardin and carried unanimously.

Old business included an update regarding CIP digital controls project and what Williams had heard from Council at the first October meeting. Trustees would like Williams to reach out to engineer to inquire about updating schedule to allow more time for bidding.

For new business Williams provided the Board with Susan Posch's resignation from the Board effective immediately due to health issues. The meeting was adjourned at 5:24 p.m. on a motion by Frese and seconded by Estep and carried unanimously.

Respectfully submitted,



Jamie Williams, Director

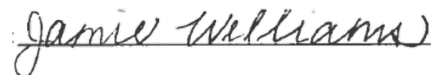
The Board of Trustees of the Ericson Public Library met in special session on Wednesday, November 9, 2022 at 12:00 p.m. at the library.

Those present were: Levi Baber, Travis Estep, Heather Frese, Michael Carr, Lisa Kobernusz, Corey Melhus, Barb Rardin. Absent: Sue Gradoville. The meeting was called to order by Carr at 12:00 p.m. There was a quorum present.

For new business Williams provided the Board with information regarding city policy/procedure to have a public hearing for our digital controls project. A motion to approve setting the public hearing to approve plans, specs, cost estimate and form a contract for Digital Controls project for November 21st 2022 was made by Rardin and seconded by Baber and carried unanimously.

The meeting was adjourned at 12:02 p.m. on a motion by Estep and seconded by Frese and carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jamie Williams".

Jamie Williams, Director