

ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: January 16, 2023 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/83308800320?pwd=aHhtdjdFRnBraitTQzk0ZnVhTDBEUT09>

Meeting ID: 833 0880 0320 Passcode: 684973

- 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. FY24 Budget
- I. New business
 - 1. CIP, Digital Controls bids
 - 2. Trustee vacancies
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: **TUESDAY**, February 21, 2023, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, December 19, 2022 at 5:00 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 5:00 p.m. There was a quorum present.

The November 21, 2022 meeting minutes were presented by Williams. A motion to approve minutes with correction on Estep as not present was made by Rardin and seconded by Kobernusz, motion carried unanimously.

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

1. The circulation for November was 10,505. Computer usage was 665, Wi-fi usage was 1,128 sessions and we had 2,016 visits to our website. The meeting room was reserved 31 times.
2. The library received a donation from Boone Garden Club (\$50) and a donation from Larry Adams Estate (\$120).
3. Our Tech for Beginners classes are continuing with great attendance and ratings! Cat is doing a great job as instructor and many are hoping that we're able to continue offering some form of Tech classes in the future after this grant has ended.
4. Our hotspots have finally arrived. I will be adding them into the system and getting them out as we continue to have high demand for them.
5. The meeting with the Supervisors went well, we asked for \$170,000 in Boone County Library support. This is an increase of \$60,000. It would be great to get equitable funding for our city patrons versus rural patrons. Our city patrons pay \$41.79 per capita and rural patrons pay \$12.56 per capita. I also requested to borrow their Boone News Republican papers from 2007 to current for our microfilming as they have a complete set and they are unbound so they did approve my request which is great news! My budget meeting with Bill and Ondrea is moved to Monday the 19th.
6. The library staff will be enjoying a Staff Christmas gathering again (finally). With COVID we cancelled the gathering the last 3 years. This year we will finally be able to enjoy the time as a full staff! The Friends of the Library generously fund the dinner.
7. Building issues. You probably have noticed several boiler and chiller repair bills. Unfortunately Mike noticed that the boilers were not operating as they should on a schedule. After doing some investigating he figured that there were several things wrong with the boiler and probably has been for a couple years. The crankcase heater (CCH) was actually a repair that was done at the chiller shutdown time. The bill was just a bit delayed. We also had a prebid meeting for the DDC project this last Tuesday which went well. We had 2 people show up. Bids are due January 12. Bill did say he has found a way to fund the project, so hopefully bids come in favorably!

8. Unfortunately our main phone line is out. Our phone system guy has indicated that we no longer have dial tone on line 1. We have opened a ticket with Windstream. Their tech is unable to come until Monday the 19th. We may also want to discuss with Ondrea the possibility of getting SIP trunks for our location. We have some serious cable issues going to our building. The SIP trunks would allow us to move to VOIP.

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

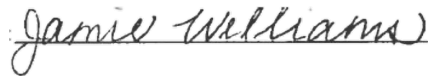
The financial reports for December were examined and filed. A motion approving the financial reports and payment of warrants was made by Frese and seconded by Rardin and carried unanimously.

Old business included FY24 budget. The budget was presented to City Administrator and Financial Officer with no substantial changes for now. Williams will plan to present unless she hears back regarding county numbers.

No new business.

The meeting was adjourned at 5:21 p.m. on a motion by Kobernusz and seconded by Estep and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director