



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: July 17, 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/84329302101?pwd=R29SdzRiYmI5Ky9ra2xLYnl0blA5QT09>

Meeting ID: 843 2930 2101 Passcode: 062152

- 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
- I. New business
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, August 21, 2023, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, June 19, 2023 at 5:00 p.m. at the library.

Those present were: Levi Baber, Michael Carr, Sarah Dvorsky, Travis Estep, Heather Frese, Sue Gradoville, Corey Melhus, Rachel McKenny and Barb Rardin. The meeting was called to order by Carr at 5:00 p.m. There was a quorum present.

The May 15, 2023 meeting minutes were presented by Williams. A motion to approve minutes was made by Gradoville and seconded by Estep, motion carried unanimously.

The Director's report contained the following items for June 2023:

1. The circulation for June was 10,976. Computer usage was 662, Wi-fi usage was 676 sessions. The meeting room was reserved 30 times.
2. The library received a donation from the Lions Club (\$298.30) as well as depositing \$178 for desk donations and \$342 for library sales.
3. The DDC project is mostly complete. We will have to refill the system and rebalance with glycol and when we know there are not leaks and good to go, the ceiling tiles in the Children's Department will go back in and we will be done! Work is slated for week of June 19th.
4. The Summer Reading Program officially kicked off June 5th with the carnival. It was a great event with increased attendance and partners that provided activities. We had 1,140 attend and 45 partners participate! We are seeing some really good participation numbers for programs as well and had 47 tweens and teens for the bubble tea party!
5. The Lowrey grant has been submitted for the Children's desk. The Friends of the Library have agreed to help fund this project as well! I also am looking into reapplying for the ALA Tech class funding. I am looking into finding a different way to implement the program, as it was well received and needed. I think it could use a fresh spin.
6. Boone County funding for FY24 increased \$4,225.
7. We need to dispose of the old microfilm reader that was broken as well as recycle some old computers that were replaced and sitting in a closet. I will need approval to dispose of these items. 8 towers, 5 monitors and 2 first gen ipads, microfilm reader. Mike will help me recycle/remove which is a big help!

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

The financial reports for June were examined and filed. A motion approving the financial reports and payment of warrants was made by Dvorsky and seconded by Gradoville and carried unanimously.

No old business.

Under old business, Williams presented on FY24 salaries. Council approved a 4% city wide increase. Williams provided a sheet including the 4% as well as the most recent state library annual report figures for F sized libraries. With staff retirements and a stated goal to work on increasing the MLS salaries to be more competitive with same sized libraries in the next three to five years, the board discussed how to divide up approximately \$3,000 among the three positions. A motion to increase the Director's salary by an additional \$1500 and the Assistant Director and Children's Librarian by an additional \$750 was made by Carr and seconded by Dvorsky and carried unanimously.

Under new business the board discussed the contract cities of Pilot Mound, Fraser and Luther and changing the fees or if they should be the same. A motion to keep contracts the same was made by Rardin and seconded by Frese and carried unanimously. Williams discussed that FY end bills that she will receive between now and the 23rd she will put together and send out for general approval and will be formally approved at the next meeting. Williams will see who is available to sign bills after. Williams included equipment in the Director's report that needs to be disposed of. A motion to decommission the old equipment was made by Dvorsky and seconded by Frese and carried unanimously.

The meeting was adjourned at 5:38 p.m. on a motion by Estep and seconded by Gradoville and carried unanimously.

Respectfully submitted,

Jamie Williams, Director