

ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: January 15, 2024 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/82323231700?pwd=Q3Zra3UvSVcrODJtdVNmSEdLbHA4dz09>

Meeting ID: 823 2323 1700 Passcode: 846322

- 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. FY25 Budget
 - 2. Children's desk update
- I. New business
 - 1. Fines/Fees
 - 2. Student cards
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, February 19, 2024, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, December 18, 2023 at 5:00 p.m. at the library.

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

The November 20th meeting minutes were presented by Williams. A motion to approve minutes was made by Frese and seconded by Gradoville, motion carried unanimously.

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

1. The circulation for November was 11,004. Computer usage was 891, Wi-fi usage was 936 sessions and we had 1,869 visits to our website. The meeting room was reserved 30 times.
2. The library received a donation from Alpha Delta Kappa (\$225) and Juliann McWilliams (\$100), and Rhonda Ruark (\$50). We received emorials for Joan Grant from Pam Grant (\$100), Michael and Margaret Mahoney (\$50). We also received our County 1st half payment and our State Iowa Open Access funding.
3. The library's Hellewege CD matured on Dec. 12th total amount of the CD is \$76,480.27 plus \$1,533.80 in interest. United Bank of Iowa quoted Ondrea 5% on a 6 month CD and 5.30% on a 12 month CD. I told Ondrea a reinvest the principle in a 12 month and put the interest in our memorial account.
4. FY25 Budget update includes dates if you'd like to attend include: January 16 at 6pm at City Hall. I will presenting the budget to Council and any Trustees are welcome to attend. County funding has changed. This year they are taking form applications from all entities. We fill it out and submit it via email or mail. I am also including all three county library annual reports along with a more explicit letter documenting our funding request. Always feel welcome to speak to County Supervisors about the library if you'd like!
5. Our virtual tour is ready but I am updating and adding information or "hotspots" to it so that patrons or visitors have details about our services. It will be added to our website once it is completed.
6. The Friends of the Library met at their quarterly meeting and have agreed to fund up to \$11,000 for our children's desk and Lowrey has granted us \$2,000. I will be working with Mike to see about installation and ordering through Demco. The desk I've priced out

is around \$13,000 and sized to kid height. My priority will be to get this installed before May.

7. Our Tier 3 accreditation expires June 30, 2025. I will begin planning a schedule to update the strategic plan along with policies as well as updating plans for CIP and building projects. We will want to take 6-8 months to work through the reaccreditation process.

8. We are working with the Boone School's Edge program to display a collaboration between Boone High and Boone Ledges students on picture books their students created. We will utilize our storywalk to display these picture books this spring!

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

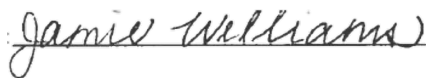
The financial reports for December were examined and filed. A motion approving the financial reports and payment of warrants was made by Baber and seconded by Frese and carried unanimously.

Under old business, Williams provided an update regarding the FY25 budget and the council work session date and time.

No new business.

The meeting was adjourned at 5:12 p.m. on a motion by Frese and seconded by Melhus and carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jamie Williams". The signature is written in black ink and is positioned above the printed name.

Jamie Williams, Director