

ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM
Date: July 20, 2020 at 5:00 PM.

In an effort to follow CDC guidelines pertaining to COVID-19 the Ericson Public Library will be limiting the number of individuals allowed in the meeting room at any given time to ten (10). The regularly scheduled Board meeting set to July 20, 2020 at 5:00 PM will be held electronically. You may join the meeting via internet. If you feel that you need to be at the meeting to speak you may come to the library and check in at the main entrance, then when your item comes up on the agenda, we will allow you to come into the meeting room to address the Trustees. If you want to just listen to the meeting please utilize the electronic method below:

Join Zoom Meeting

<https://us02web.zoom.us/j/87933525659?pwd=NVD6aTRhK3pzc0Q0a21CT3VJdlF6dz09>

Meeting ID: 879 3352 5659

Password: 098899

- 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. Pandemic reopening update
 - 2. Long Range Plan update

a. Hotspots

I. New business

1. Annual meeting

J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, August 17, 2020, 5PM

The Board of Trustees of the Ericson Public Library met on Monday, June 15, 2020 at 5:00 p.m. at the library.

Those present were: Heather Frese, John Niemants, Gary Nystrom, Susan Posch, Barb Rardin and Maribeth Waldman. Attending digitally: Kyle Hanna, Meredith Nerem, Absent: Charles Irwin. The meeting was called to order by Rardin at 5:00 p.m. There was a quorum present. Rardin expressed sincere appreciation for over twelve years of Trustee Nerem's service to the Library and wished her the best in her new home out in the country!

The May 18, 2020 meeting minutes were presented by Williams. A motion to accept the minutes was made by Posch and seconded by Frese and carried unanimously.

The Director's report contained the following items for June 2020:

1. The circulation for May 2,017. Computer usage was 0 and Wi-fi usage was 598 sessions. The meeting room was used 0 times. We provided 12 outreach visits reaching 2,317 people.
2. The library received a donation from Anna Mae Reed (\$25) and interest from our CD (\$1,971.56) and reinvested it.
3. The library's summer reading program begins June 15, 2020. Signup and all programs will be completely online. We have some great programs including the Omaha Zoo, storytellers, virtual escape rooms, book talks and more! Ericson will also be virtual this year too! Prizes and incentives are still being used so don't miss out! Follow facebook for updates.
4. The Friends had their hosta fundraiser sale at the Boone Farmers Market. They still have some hostas left if anyone is interested; please reach out to the Friends of the Library!
5. Staff has been greatly appreciative of the phased reopening. It has been an adjustment with many of us missing the patron interactions and thinking through safety concerns for each other. There are varying levels of comfort with the current protocols and I know there is a concern when we start serving the public in our building. We have our sneeze guards set up and will continue our planning for reopening. Curbside pickup has been going well. We've adjusted some of our process to ensure a better experience for our patrons. We have reduced the quarantine time to five days with CDC guidelines and recommendations. This will help get high demand books out more quickly. I know computer, fax and print jobs are in high demand and the cause of some frustration. We have found a way to offer printing for patrons without contact.
6. The United Way Board of Directors allocated \$3,000 for the children's play interactive touch table. The entire cost of the table is \$6,340 so we will need to utilize memorial for the additional funding of the table or request it from the Friends. Money is disbursed on a quarterly basis starting March 2021.
7. The Children's Department will soon have LED lights. Brown Electric was able to get pricing and ordered materials at the end of May so will be in to install. This will help our

utilities even more and cut down on the electrical expenses. The cost is about the same as it was two years ago.

Williams also let the Trustees know that she will be attending a national webinar Thursday on "Moving through phased reopening". A motion to accept the Director's report was made by Frese and seconded by Posch and carried unanimously.

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

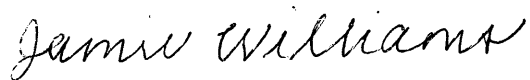
Committee reports from the Personnel and Buildings and Grounds Committees included an update regarding FY21 salaries and an update on the LED light quote as well as the Greene Street parking improvements project.

Under old business, Williams provided some considerations and an update to curbside and reopening plans. Discussion ensued on safety precautions and guidelines. A motion to reopen July 6th with safety precautions and guidelines in place for staff and patrons was made by Nystrom and seconded by Waldman and carried unanimously. FY21 salaries were discussed with a motion to approve the salaries recommended by the Personnel committee by Posch and seconded by Niemants and passed with Nystrom abstaining.

Under new business, FY end bills for 2020 currently in hand are at \$22,000. Trustees directed Williams to purchase supplies for the reopening and spend down the budget.

The meeting was adjourned at 6:25 p.m. on a motion by Frese and seconded by Posch and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director

The Board of Trustees of the Ericson Public Library met in special session on Monday, June 29, 2020 at 5:00 p.m. at the library.

Those present were: Heather Frese and Barb Rardin, attending remotely: Gary Nystrom, Charles Irwin, John Niemants, Susan Posch. Absent: Kyle Hanna, Meredith Nerem, Maribeth Waldman. The meeting was called to order by Rardin at 5:03 p.m. There was a quorum present.

Under new business the Board reviewed the Greene Street Parking Bid. Nystrom went over the bids and the recommendation of the award from SEH and the committee's recommendation of awarding the low bid of \$49,952 to Construct Inc. A motion approving the recommendation of the committee to award the Greene Street Parking bid was made by Nystrom and carried unanimously. Niemants requested Williams to send John Sorenson a thank you for the removal of the tree stumps.

The meeting was adjourned at 5:07 p.m. on a motion by Frese and seconded by Irwin and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director