



# ERICSON PUBLIC LIBRARY

## AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM  
Date: November 16, 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 November 16, 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/84406952926?pwd=U21pYXFkY2ZSTCs0UnR1YW01cUZWUT09>

Meeting ID: 844 0695 2926

Passcode: 959051

- 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 update

I. New business

1. FY22 Budget, FY22-25 CIP
2. Annual Report
3. Salary increase

J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, December 21, 2020, 5PM

The Board of Trustees of the Ericson Public Library met on Monday, October 19, 2020 at 5:00 p.m. at the library.

Those present were: Heather Frese, Kyle Hanna, Charles Irwin, Lisa Kobernusz, John Niemants, Susan Posch, Barb Rardin. Absent: Gary Nystrom, Maribeth Waldman. The meeting was called to order by Frese at 5:05 p.m. There was a quorum present.

The September 21, 2020 meeting minutes were presented by Williams. A motion to accept the minutes was made by Rardin and seconded by Posch and carried unanimously.

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

1. The circulation for September was 9,444. Computer usage was 778, Wi-fi usage was 1,031 sessions and website visits were 1,719. The meeting room was used 10 times. We provided 4 outreach visits reaching 109 people.
2. The library received a donation for meeting room use from Brandon Davis (\$100). The library deposited \$94 from library sales.  
We deposited \$200.97 from the Friends cart and room sales.
3. The Friends still have their annual fall booksale going on. The book bundles are available on the 2<sup>nd</sup> floor for purchase!
4. The Greene Street parking project is completed and we have received many compliments about how much nicer the parking is. With unknown issues with the water stop service and additional cement needed, we went over budget by \$3,719.50. Some was covered by a utility fund and the rest was covered in the Building and Grounds line item. The project increases our parking spots and has helped many of the safety issues we needed to address.
5. We have delayed our community dialogue scheduled for October 20<sup>th</sup> on *COVID-19 and Equity* via Zoom. One of our presentation speakers had a time conflict and was not available. We will reschedule it to a later time when we can find a speaker to present.
6. The hotspots need more consideration with the TechSoup offering through Mobile Beacon. The Mobile Beacon coverage area in Boone County looks spotty. The coverage in the city is ok. I'm looking into other cost effective options where the coverage is better.
7. The Annual Report with the State Library is due October 31<sup>st</sup>. It is done, but not submitted as I want to review all the information to ensure accuracy. There were many new questions this year that centered around COVID and services we provided during that time. They have also changed the programming statistics to include all in person programs, live virtual programs and recordings. These were not tracked in the way the state was requesting from March to June. We did our best to go back through and record programs and statistical numbers. We have updated the way we track program statistics in the future based on what the state is requesting. I will be working on putting it into a report to present to the council and the community in November. All our numbers are down with the impact of COVID but this is happening statewide.

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

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

No committee reports but Building and Grounds committee will be meeting to discuss CIP requests and project priorities.

Under old business, Williams provided an update on the library and handling the pandemic issues. Trustees discussed and will continue with the current operating hours. Williams will continue to evaluate requests for Saturday hours as needed.

Under new business, Williams let the Board know that with the upcoming budget we should start discussing capital improvement projects for the CIP budget process. The Building and Grounds committee will go through a priority list, discuss and bring back information at the next Board meeting.

The meeting was adjourned at 5:24 p.m. on a motion by Niemants and seconded by Posch and carried unanimously.

Respectfully submitted,



Jamie Williams, Director