

# ERICSON PUBLIC LIBRARY

## AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM  
Date: January 18, 2021 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 January 18, 2021 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/83757461528?pwd=dUJPMXZ1T3lDN0FvOHVib0p5TW5wQT09>

Meeting ID: 837 5746 1528  
Passcode: 991150

- 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
2. FY22 Budget

I. New business

1. Christmas Eve
2. February meeting time

J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Tuesday, February 16, 2020, 5PM

The Board of Trustees of the Ericson Public Library met on Monday, December 21, 2020 at 5:00 p.m. at the library.

Those present were: Heather Frese, Kyle Hanna, Lisa Kobernusz, John Niemants, Gary Nystrom, Susan Posch, Barb Rardin and Maribeth Waldman. Absent: Charles Irwin. The meeting was called to order by Frese at 5:02 p.m. There was a quorum present.

Correspondence included Hanna's move out of the city limits. Williams and Trustees thanked Hanna for his years of service to the Library.

The November 16, 2020 meeting minutes were presented by Williams. A motion to accept the minutes was made by Nystrom and seconded by Rardin and carried unanimously.

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

1. The circulation for November was 8,764. Computer usage was 740, Wi-fi usage was 2,987 sessions. The meeting room was used 14 times. We provided 2 outreach visits reaching 88 people.
2. The library received a donation from Girls Scouts (\$500) and a memorial donation (\$25) for Karen Hesser from Barb Rardin. A donation for childrens books from Kale and Ellory Patterson, a donation for the DVD collection from Alan Maximuk (\$35), other donations from Barb Rardin (\$20), Victoria Andrews Pietz (\$50), Boone Bank & Trust (\$1,200).  
We deposited \$58.60 from the Friends cart and room sales.
3. I reached out to Alliant to see if we could have another energy assessment done. They allow it to be completed every five years and the last one we had was five years ago, so we will be added to the list for completing in 2021.
4. The Friends of the Library have sent out their membership renewal letters! If you didn't receive one, please consider becoming a member. Memberships are inexpensive and are a great way to support the library! They fund all of our electronic resources as well as special projects, summer reading programs and so much more. They have always funded our staff Christmas dinner, which is changed a little this year for an at home with loved ones dinner. Membership forms are available at any desk.
5. We received a very complimentary email that I wanted to share regarding our virtual programming from a patron: *I just wanted to send a quick thank you to the library for all the fun Zoom programming you have been doing lately! I've attended two events in the last week or so and have really enjoyed myself. I am actually not local, I live up in Mason City. I love books and am in 4 book clubs here but most are not meeting due to the pandemic so I'm kind of starved for book talk. I SO appreciate libraries like yours that are continuing their author talks and book clubs and discussion groups. All of your library people have been so friendly and welcoming. I have a close family member who is covid high risk so in order to see them safely I've been isolating myself quite a bit this year. Book Zooms have helped keep my spirits up and keep me connected to the wider world! Thank you so much! - Molly Angstman, Mason City, Iowa*
6. The budget meetings I've had so far with City Administration and Boone County Supervisors have gone well. I spent some time explaining how Boone County library

funding compares to city and other counties. I also attended the City Goal setting session which was very informative on the city's future goals on economic development. The City Budget presentations will be held January 12<sup>th</sup> at 6pm for anyone that would like to attend.

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

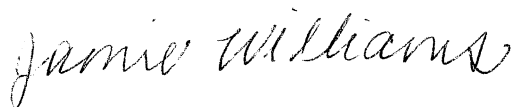
The financial reports for December were examined and filed. A motion approving the financial report and payment of warrants was made by Rardin and seconded by Niemants and carried unanimously.

Under old business, Williams provided an update on the library and handling the pandemic issues. Trustees agree to continue with current plan and continue to evaluate. Williams presented an update to the FY22 budget. With a \$1,000 increase in utilities and adjusting the postage the same amount, the only other increases include the city's increase in salaries and a \$300 increase for data processing. A motion to approve the budget was made by Hanna and seconded by Posch and carried unanimously.

Under new business, Williams asked for an update regarding the handicap parking on the southside of the library and signage. Nystrom indicated that if we wanted to add a stall there, we would need to go to Public Safety for approval and would need to have some engineering work done to comply with ADA, sidewalk and parking regulations. Trustees agreed that leaving it as is for now was the best course of action. It can be addressed in the future if we notice problems of complaints. Williams requested the library be closed December 24<sup>th</sup> since we typically close at 1 and with low traffic and many staff out. A motion to approve the closure was made by Rardin and seconded by Posch and carried unanimously.

The meeting was adjourned at 5:30 p.m. on a motion by Nystrom and seconded by Waldman and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director