



# ERICSON PUBLIC LIBRARY

## AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: August 16, 2021 5PM

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. 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/88937535793?pwd=L3Uxb0I5dlB3a05Mb2JwdjY3TlFwdz09>

Meeting ID: 889 3753 5793 Passcode: 982233

- 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. Building maintenance contract
- I. New business
  - 1. ILA Conference
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, September 20, 2021, 5PM

The Board of Trustees of the Ericson Public Library met on Monday, June 21, 2021 at 5:00 p.m. at the library.

Those present were: Michael Carr, Heather Frese, Charles Irwin, Lisa Kobernusz, Gary Nystrom, Susan Posch, Barb Rardin. Absent: John Niemants and Maribeth Waldman. The meeting was called to order by Frese at 5:00 p.m. There was a quorum present.

No correspondence.

The May 17, 2021 meeting minutes were presented by Williams. A motion to approve the minutes was made by Carr and seconded by Kobernusz and carried unanimously.

The Director's report contained the following items for June 2021:

1. The circulation for May was 9,348. Computer usage was 780, Wi-fi usage was 737 sessions and we had 1,803 visits to our website. The meeting room was used 25 times. We provided 7 outreach visits reaching 2038 people.
2. The library received a donation for Reach Out And Read program from the Boone Lions Club (\$1230) along with a \$100 programming donation. The library also received \$650 from REAP for a Prairie Project collaboration with Boone Schools. The library received a \$25 donation from Martha Circle for an outreach program. The Friends deposited \$81.87 for booksales.
3. The stairwell full wrap was installed by Chase Decals and turned out fantastic! Take a look, everyone loves it! The FE Technologies 24/7 Check-In Chute that will be installed soon. Tony Franklin and Chris will begin the work on June 16<sup>th</sup>. Carpet Direct has delayed the tile replacement planned for the last week of May. I ordered materials and am hoping the installer can come June 22<sup>nd</sup>.
4. We began a subscription with Niche Academy as one of our new online resource offerings with the Beckwith Foundation money. Niche Academy is a bit of a different concept and adds in a staff training component. It is very versatile and can be used in a variety of ways. Traditional resource promotion methods (signage in the library, social media posts...) may help with awareness, but they don't overcome technical obstacles and they don't help patrons connect the eResources with their own real needs and interests. Niche Academy provides a complete training solution for patrons and library staff. The platform makes it easy to embed training in our library website and also provide a complete online learning environment for library staff. Libraries that implement Niche Academy for patrons and use it to train their staff see dramatic increases in eResource usage.
5. The State Library put out the ARPA Grant Application at the end of May. Libraries are eligible for reimbursements of up to \$5,000 to support digital inclusion efforts to enable libraries to reach residents; and/or to respond to the pandemic and implement public health protocols. The projects need preapproval. Staff have expressed wanting a way to provide a safer environment during programming or when we have larger groups in the

library while we plan to gear up for in-person programming. We submitted and were approved for the purchase of 2 portable professional air purifiers. This will ensure better air quality and more comfort to those attendees that are concerned about meeting in person, especially in the Storytime room and the Meeting room.

6. In partnership with Boone Public Schools and Boone County Conservation, the library will participate in an upcoming project called, Prairie Planters. Prairie Planters is a project that centers on place based learning (environmental education and community-based education) with the goal to develop a community prairie. This is a multi-year project with an anticipated start date of August 2021. The library's role will be to develop the online resource to market the project using Wordpress templates, provide insight with the curriculum, create 3D printing planter boxes with the assistance of Midwest 3D, and to further the development of its own resources specific to nature, planets, and the like. Stier completed 15 hours of training for this project. The library received REAP funding to cover expenses for the online resource and 3D planters as well as adding resources to the collection.
7. The Storywalk route was approved by the Boone Parks Commission. It will be along the trail from the pool to the Park Ave. Logistically we will work with the Parks Department staff. I will try to recruit some volunteers to help install the 22 posts. They had mentioned Eagle Scouts projects or 4-H people. I will begin investigating if any of these groups would have volunteers interested.

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

Under committee reports, the Personnel committee completed the Director's review, with an outstanding review, the Board had several goals for next year. The Building and Grounds committee did not meet but have agreed that it would be a good idea to meet and discuss the service contract with Krucks.

No old business.

Under new business, Stier presented informational updates on Little Engines programming as well as explaining more about the ALA grant and potential survey and research that would be conducted by ISU. Activating Community Voices includes two goals: to develop a program on equity for the community and to develop an equity work group to cultivate the practices to study, analyze, and discuss equitable issues specific to the community. A motion to approve moving forward with the survey was made by Rardin and seconded by Carr and carried unanimously. Stier also provided a brief update on the Summer Reading Program. Trustees also discussed outstanding bills to be paid before the

end of the fiscal year on June 25<sup>th</sup>. Williams will pay current bills received as well as the AWE system for the Children's Department. She will work to make sure that invoices for work completed will be obtained soon so they can be paid. She will send out the list of warrants to Trustees for questions and general approval which will need formal approval at the next board meeting. Nystrom asked if we could request for the additional amount left in the general fund be used for VAV boxes. Williams will inquire. Williams also let Trustees know that she will be out of town at the next board meeting in July. Other Trustees indicated that there were schedule conflicts and the next meeting will be August 16<sup>th</sup>.

The meeting was adjourned at 6:19 p.m. on a motion by Carr and seconded by Nystrom and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director