



# ERICSON PUBLIC LIBRARY

## AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

**Place:** LIBRARY MEETING ROOM

**Date:** October 18, 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/86576591180?pwd=d1VlQmpIclZOV1AyQVY5Z0EveGVkUT09>

Meeting ID: 865 7659 1180      Passcode: 190628

- 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. LRP update
  - 2. Quarantine
  - 3. FY23-26 CIP
  - 4. Policy review for accreditation
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, November 15, 2021, 5PM

The Board of Trustees of the Ericson Public Library met on Monday, September 20, 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 August 16, 2021 meeting minutes were presented by Williams. A motion to approve the minutes was made by Kobernusz and seconded by Rardin and carried unanimously.

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

1. The circulation for August was 10,470. Computer usage was 801, Wi-fi usage was 989 sessions and we had 2,195 visits to our website. The meeting room was used 27 times.
2. The library received memorials for Dick McWilliams from Sara and Bill Van Horne (\$75), a memorial for Laverne Vaughan from Margaret Manatt (\$100). The Lowrey Foundation awarded \$2,000 for Teen programming. The library also received \$150 from Stephanie Reynolds in honor of Janet Boesen. The library received \$119.75 for library sales and \$35 in desk donations. The Friends deposited \$48.78 for book sales.
3. The library's accreditation status is good through June 30, 2022. We will need to reapply by February 2022 so we will begin working through that process in the upcoming months. One of the big things with reaccreditation is the long range plan. Ours has an expiration date of 2024 and so we are still good on our current plan, but should look at it to see where we are at and if we'd like to make some updates or changes. There are some changes from the State Library on standards. I have included them for your review, however they are also available on the State Library's website.
4. Alliant Energy had notified me that our gas billing was abnormally high, I had them come to see if there was a leak. They came and found one and have fixed it and adjusted our billing for the gas meter.
5. Our digital sign software cannot be managed by Jerry as he doesn't have the time to volunteer. I am looking into options for upgrading software so that things can be updated via the cloud. Our digital sign is at least 5 years old and we've utilized a usb drive as well as having Jerry configure an RSS feed from libcal to promote our events. He was hosting it on his own server. I hope to have a new software solution implemented within the next month.
6. We have AWE platinum online access for anyone who wants to utilize the AWE online learning games from home. We have a signup for the service via our website and have 5 licenses. It will provide families 28 day access to the resource. We received access with our new AWE system we purchased in June and will have it for a year to evaluate if its worth keeping.

7. We continue to work through Atrium issues. I am hopeful that they will be resolved quickly however some issues like Verizon notifications and RFID pads are still causing problems.
8. The library will have the 2021 Activating Community Voices Symposium at DMACC October 15, 2021 from 9-4. The symposium has a great lineup of speakers:
  1. Authors Gregg Behr & Ryan Rydzewsk, *When You Wonder, Your're Learning* (keynote # 1)
  2. Brittany Freeman, NAMI
  3. Malycki Mañon-Sosa, *One Iowa, LGBTQIA*
  4. Amal Barre, Oakridge Neighborhood (keynote # 2)
  5. Crystal Doig, Aging Resources of Central Iowa
  6. Seth Watkins, Pinhook Farm
  7. Jacqueline Easley, Mercy Medical Center
  8. Dian Nostikasari, Drake University, Environmental Science and Sustainability
  9. Dr. Anindita Das & Teen Influencers for Equity and Inclusion, Iowa State University Extension and Outreach (keynote #3)
  10. Jennifer Drinkwater, Iowa State University, Community and Economic Development
  11. Jordan Brooks, KNWSLF: Creative Approach to Identity Development
  12. Tom Rendon, Early Childhood Consultant
  13. Boone EDGE program

This informative and interactive symposium will look at equity through the following dimensions: food sustainability, transportation, disability, LGBTQ+, healthcare, equity through creativity, early childhood, mental health services, equity in our neighborhoods, and access to elderly services. The symposium begins with a keynote from authors Gregg Behr and Ryan Rydzewski who cowrote the book, *When You Wonder, Your're Learning*. The first 100 who register will receive a copy of the book, *When You Wonder, Your're Learning* signed by author Ryan Rydzewski. This event will be held at DMACC Boone Campus and is open to everyone at no cost. Lunch will be provided for a small fee. You can also get the latest information by following us on Instagram

@activateyourvoice. We continue to monitor the rising cases of the Delta Variant. In the event the symposium moves to a hybrid platform, you will be notified no later than Friday, September 24. This symposium is made possible through the Libraries in the Communities grant through American Library Association. Please reach out to Zachary Stier for any questions at [zstier@boone.lib.ia.us](mailto:zstier@boone.lib.ia.us)

The library has also planned a community survey and it will be available in the City's water bill, in the library and online.

9. The library's return chute should be installed next week. We will begin promoting it when it is installed. We will evaluate what additional signage may be needed to notify patrons and community of the new location of the book return. When the return of books begins in the new dropbox, we will stop quarantining materials.

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

The financial reports for September were examined and filed. A motion approving the financial reports and payment of warrants was made by Carr and seconded by Irwin and carried unanimously.

Under old business, the building maintenance contract was discussed. Williams will provide updated contract when she receives it.

Under new business, Williams presented Board development topic on the new 2021 edition of the Trustee handbook. Williams also provided the updated and enhanced standards for the upcoming reaccreditation process.

The meeting was adjourned at 6:15 p.m. on a motion by Carr and seconded by Irwin and carried unanimously.

Respectfully submitted,



Jamie Williams, Director