



# ERICSON PUBLIC LIBRARY

## AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

**Place:** LIBRARY MEETING ROOM

**Date:** July 18, 2022 5PM

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**

Join Zoom Meeting

<https://us02web.zoom.us/j/83322173341?pwd=aHVwTGZYwM2tUWh2Z1p1bXdoSVRyQT09>

Meeting ID: 833 2217 3341 Passcode: 831199

- 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
  - 1. Building and grounds
- H. Old business
- I. New business
  - 1. Election of officers
  - 2. Memorial/Trust accounts
  - 3. Decommission of old computer replacements
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, August 15, 2022, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, June 20, 2022 at 5:00 p.m. at the library.

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

The May 16, 2022 meeting minutes were presented by Williams. A motion to approve the minutes was made by Niemants and seconded by Kobernusz and carried unanimously.

The Director's report contained the following items for June 2022:

1. The circulation for May was 11,037. Computer usage was 791, Wi-fi usage was 1,194 sessions and we had 2,226 visits to our website. The meeting room was used 33 times.
2. The library received memorials for Linda Norley (\$170). The library also received \$50 for Nepris training. The library deposited \$171 for library sales and \$78 for donations.
3. The Summer Reading Kickoff carnival on June 13<sup>th</sup> 4-7pm was quite successful considering the 95+ degree weather. Our attendance was around 750 and was a great community event! I am pleased with the number of organizations who participated and all the wonderful activities that our Boone families were able to experience!
4. A quick review of some of the long range goals we could work on addressing:  
Goal: Library users will have increased access to library resources. Objective is the board will consider modification of current library hours (extending evening hours). We delayed expanding Wednesday hours until 8 pm due to COVID; we have the funding in our FY23 budget. This is more of a matter of getting staff to commit to additional hours. Another objective was that the library will support educational goals of students and lifelong learners. Specifically, the library will continue to offer lifelong learning programming for adults through a variety of workshops, classes and hosted events. The library applied for a PLA grant for digital literacy workshop training.
5. I don't have an update on the Storywalk. I am hopeful it will be installed sooner than later.
6. The Adventure Pass program has been going well. A lot of new families are coming in because of the marketing and word of mouth! We also have been gaining more patrons on Hoopla. While this is a good thing, it is also a funding problem. Below is a summary of usage over the last 12 months. We need to adjust our spending and max downloads.

AT A GLANCE



Show Last Twelve Months

3,296

Total Circulations

\$6,404.25

Amount Spent

Average Cost per Circulation

\$1.92 Instant

240

New Patrons

225

Unique Patrons

14.6

Average Circulations per Patron

100%

Borrows with Zero Wait Time

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

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

The Building and Grounds committee will reach out to Twin Rivers Engineering regarding CAD for the upcoming project. The chiller maintenance contract was also recommended for approval.

No old business.

For new business Williams presented upcoming bills that can be included in FY22 budget before the end of the fiscal year for approval. Williams will send out an email of bills for approval and request two trustees for signatures. Williams also asked about extending hours to accommodate more programming and as approved prior to Covid. A motion to extend hours on Wednesday to begin in September was made by Niemants and seconded by Rardin and carried unanimously. The chiller maintenance agreement was approved to begin by Kobernusz and seconded by Nystrom and carried unanimously.

The meeting was adjourned at 5:33 p.m. on a motion by Nystrom and seconded by Rardin and carried unanimously.

Respectfully submitted,



Jamie Williams, Director