



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: May 17, 2021 at 5:00 PM.

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/85798423500?pwd=Znlia3JrWkg3eHNQNnEraWxqZndxZz09>

Meeting ID: 857 9842 3500 Passcode: 460763

- 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. Staff salary increases FY22
 - 2. Pandemic update
- I. New business
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, June 21, 2021, 5PM

The Board of Trustees of the Ericson Public Library met on Monday, April 19, 2021 at 5:00 p.m. at the library.

Those present were: Michael Carr, Heather Frese, Charles Irwin, Gary Nystrom, Lisa Kobernusz, John Niemants, Susan Posch, Barb Rardin and Maribeth Waldman. The meeting was called to order by Frese at 5:01 p.m. There was a quorum present.

No correspondence.

The March 15, 2021 meeting minutes were presented by Williams. A motion to accept the minutes was made by Nystrom and seconded by Carr and carried unanimously.

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

1. The circulation for March was 10,775. Computer usage was 908, Wi-fi usage was 807 sessions and we had 1,828 visits to our website. The meeting room was used 22 times. We provided 11 outreach visits reaching 470 people.
2. The library received memorials for Marcella Conlin from Mr. & Mrs. Jeff Anderson (\$20), Mr. & Mrs. Jerry Zianker (\$100), and a memorial for Richard McWilliams from Michael and Margaret Mahoney (\$25). The Boone County Force Board awarded \$1,500 for the Story Walk. The library also received \$100 from the Lions Club for children's programming. The library received \$96 for library sales and \$57 in desk donations. The Friends deposited \$93 for book sales.
3. The stairwell has been painted and is ready for a full wrap that will be applied by Chase Decals to brighten up the space and welcome families to the Children's Department! The FE Technologies 24/7 Check-In Chute that will be installed for interior RFID item returns is still in progress. Chris will build out a structure that will house the book bin. Tony Franklin will install brick on the structure and FE will install the check in unit. Kruck has done some more repair work to a different leaking pump in the mechanical room. They still are investigating the glycol issue. There is a pipe leaking that goes through the wall that will need to be repaired too. The south door also has been having trouble locking and unlocking. The mechanism where the hex key goes is worn and needs replaced. I received the certificate of insurance from Carpet Direct, with it being significantly less than Redeker's, we will proceed with Carpet Direct unless there is a reason to rebid.
4. We will need to hire another library assistant with some staff scheduling issues. I will have some library pages graduating and moving soon as well as other staff that are planning to move out of the state. New hires will be occurring within the next few months.
5. The Boone County funding increased for our library by \$4,550 for next fiscal year.
6. I requested funding through the Friends from United Way for the Storywalk (R). When I receive notification of award, I will work on either proceeding or doing more grant writing.

7. I have received bids on three ILS options. Polaris, Atrium and Autographics. With an October renewal, I recommend an August transition time. I will also be switching out two staff computers (+7 years) with newer ones. The text marketing program is live and can be subscribed to now to keep with all the latest announcements.

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

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

Under old business, Williams provided an update on the library ILS options. After going over the quotes in detail a motion to approve proceeding with Book Systems, Atrium was made by Irwin and seconded by Rardin and carried unanimously.

Under new business, Williams updated Trustees on contract cities and renewal rates. A motion to approve with same contract price was made by Nystrom and seconded by Irwin and carried unanimously. Williams also updated Trustees that we need to amend the memorial budget for FY20/21 with more donations and grants received than expected. A motion to approve amending the library memorial line by an additional \$25,000 was made by Rardin and seconded by Nystrom and carried unanimously.

The meeting was adjourned at 5:46 p.m. on a motion by Irwin and seconded by Niemants and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director