



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: June 20, 2022 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/88322045471?pwd=U2pZcGVKVm8vaXBOQmpDaTJRKzRNZz09>

Meeting ID: 883 2204 5471 Passcode: 971944

- 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
 - 1. Engineering services agreement
- I. New business
 - 1. FY22 year-end bills (final bills due 6/24/22)
 - 2. FY23 hours
 - 3. Chiller maintenance
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, July 18, 2022, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, May 16, 2022 at 5:00 p.m. at the library.

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

The April 18, 2022 meeting minutes were presented by Williams. A motion to approve the minutes was made by Posch and seconded by Irwin and carried unanimously.

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

1. The circulation for April was 10,272. Computer usage was 879, Wi-fi usage was 1,041 sessions and we had 2,210 visits to our website. The meeting room was used 30 times.
2. The library received donation from Debbie Bishop (\$20) for books in honor of Violette Cory.
3. The new building maintenance worker, Mike Slight has been able to work on all our projects and even added more to his list that he noticed while working here. He will be a great addition to the library as he has learned more about our challenges and is very knowledgeable! Setpoint Mechanical visits were through the Kruck contract. I had Setpoint come to do maintenance on the chiller since it had been a year and the chiller stopped running Monday, which made the library quite uncomfortable until Mike got it going Wednesday. I think Setpoint should do maintenance at least once a year on the chiller just to make sure everything is running right. I also have a call in to Johnson Controls to get us back into the Metasys.
4. Storywalk flags have been placed and we were fortunate as John Sorenson reached out to the Parks department directly to ask about when they could install the posts. He had heard about the project and needed help from his wife and he wanted to know when he could get to work on it! He was also generous to donate the supplies like cement to secure the posts in the ground. He will be listed as an additional sponsor for assisting so graciously!
5. One of our pages has resigned and I have rehired two to assist with better flexibility. We were fortunate to have some good applications because the school sent out an email!
6. We will be starting Adventure Pass sponsored by Boone Bank and Trust. A library card is your ticket to great fun with Adventure Pass. Passes allow entrance for two (2) adults and two (2) children. Additional tickets can be purchased at the venue. Participating attractions include: Blank Park Zoo, Des Moines Children's Museum, Science Center of Iowa, Reiman Gardens and Brenton Skating Plaza. Adventure Pass is an online program that allows library patrons to use their library cards to visit area attractions, museums, and parks for free. Patrons will be able to reserve available passes and which dates the pass is available.
7. We submitted a grant to the State Historical Society of Iowa to microfilm Boone News Republican from 2008-current with some beginning of digitization of newspapers not in

copyright. The grant requires a 50% match. We requested \$13,730 from the State and also submitted a request and awarded \$5,000 from United Way which means we will need to write grants, do fundraising or utilize the Friends or memorial money for the additional \$8,730. Total cost to microfilm (2008-2021) and digitize (1866-1925) is around \$28,000. Copyright approval for 1926-current has not been received or quoted.

8. The Summer Reading program is coming up in June. The Kickoff carnival is scheduled June 13th 4-7pm and we will have additional space in the street blocked off due to more trailers. Please consider attending as this is a great community event! I also encourage all Trustees to signup for the program as it's more than just a kids program!

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

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

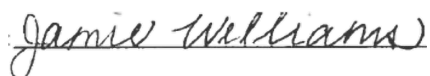
The Building and Grounds committee had an update from Nystrom regarding the Engineering agreement for services from Twin Rivers Engineering. The proposal is \$28,000 and includes more visits and because it is a public project it requires a public letting. When we know who the contract goes to and if we feel like less progress meetings would be needed the price could be adjusted with less meetings. Nystrom recommended approval of the agreement to Trustees.

No old business.

For new business Williams presented the Agreement for Services from Twin Rivers for approval. A motion to approve the agreement was made by Irwin and seconded by Rardin and carried unanimously.

The meeting was adjourned at 5:20 p.m. on a motion by Kobernusz and seconded by Rardin and carried unanimously.

Respectfully submitted,



Jamie Williams, Director