

The Board of Trustees of the Ericson Public Library met in regular session on Monday, July 21, 2025 at 5:00 p.m. at the library.

Those present were: Levi Baber, Heather Frese, Sarah Hurley, Barbara Louis, Rachel McKenny, and Barb Rardin. Absent: Michael Carr, Lowell Davis, Sue Gradoville. The meeting was called to order by McKenny at 5:00 p.m. There was a quorum present.

The June 16, 2025, meeting minutes were presented by Williams. A motion to approve minutes was made by Frese and seconded by Rardin, the motion carried unanimously.

The Director's report contained the following items for July 2025:

1. The circulation for June was 13,517. Computer usage was 808, Wi-fi usage was 1,166 sessions and we had 3,211 visits to our website. The meeting rooms were reserved 44 times.
2. The library received a donation for Transparent Languages from the Friends (\$750), a donation from Leritta Mackie (\$200), Meg Manatt (\$20), author donation (\$10) and reimbursement from Lions for SRP glasses (\$299.40). The library had \$344.25 in library sales and \$85.50 in library desk donations. We also received FY26 contract payment from Pilot Mound (\$413.50).
3. We have been busy with all the summer programming going on. We are all looking forward to a pause in programs in August! A time to rest and plan for the fall season. In June alone we had 84 programs with 2487 attendees! EriCon in July brought in around 400 attendees. We are grateful to have such great attendance and I am grateful to have creative and invested librarians planning all these fun events.
4. The City Attorney has provided us with a Book Bike rider release of liability form for all riders to sign. Without having that in place, I have limited our rides to limit the liability. With it now in place, I feel better about the bike being out. We did notice some pulling of the brakes, and the handlebars were too loose. This was also a concern, and I was fortunate to find a dedicated library user with bike repair experience to help us make some adjustments! Thanks to Jim Pratt for his service and ability to help us out! It rides much better and more safely now.
5. Candy Noelck is retiring after her years of service to the library. Her last day of work will be August 15th. She does not want a retirement gathering, but I'm sure would appreciate some notes of appreciation. I have posted the position as we will have a bit of time without anyone in that position. The posting closes August 17th. If you have anyone you think would be a great applicant, please encourage them to apply! I plan to have someone in place in September. The position will remain the same, but have more of a collaborative nature with other programmers. We are also looking for a new

library page to replace Eliana, as she graduated in May and is moving to the next step in her future! We wish them both the best of luck!

6. I have included a new page on our website to start collecting stories of library patrons and how our services and programs have been valuable to them. It will help us in data collection and aligns with some of the priorities we discussed in our long-range planning session. Check it out at: <https://www.boone.lib.ia.us/about/epl-stories>
7. Unfortunately, our OneScreen in the Children's Department has been experiencing technical difficulties over the last couple weeks. It would randomly shutdown with no warning. This has impacted programs and those who have utilized the OneScreen for meetings. They've been hooking the iMac up to the projector for a workaround. The CD OneScreen was purchased over five years ago, so it is not under warranty, and after troubleshooting with their tech support, we ran out of options unless we want to pay for someone to look at it. I researched and investigated a couple other smartscreen options. I really liked the Vibe but it was expensive, Baber let me know what they use for the schools, which would have been a good option, but I'm worried about negative reviews about lack of customer support. We had really good support and that is something we need with our staff. I opted for a Smart Board, 65" Interactive Digital Whiteboard, Electronic Smartboard with Dual System, 4K Touchscreen, Built-in 20MP Camera, for Classroom Office Home. It was a deal and reviews were favorable, so hopefully it works out well.
8. I've been approached by a local foundation asking if we have any projects that would benefit the community that are not operational to fund. I was told to think of something bigger than our normal projects that we request around \$5,000. I think this would be a project worthy of more discussion with the Board, so hoping for some thoughtful discussion and insight with a look at our upcoming strategic plan and goals!

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

The financial reports for July were examined and filed. A motion approving the financial reports and payment of warrants was made by Hurley and seconded by Baber and carried unanimously.

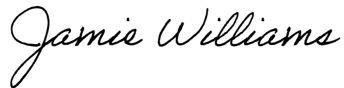
The Personnel committee will need to complete the Directors annual review, committee members have review forms to help with the review.

Old business included a review and discussion of the drafted version of the long-range plan priorities and goals. Williams will incorporate the suggested changes and include in the next board packet for more review.

New business included a discussion of how to handle to overgrowth of the garden plants. Williams will reach out to ISU extension staff to see if any master gardeners are looking for trimming work and if no luck, will work on contacting businesses for quotes. Williams also mentioned that a foundation was asking if the library had a project to be funded in the near future. Williams was not aware of a specific amount and requested input from Trustees about specific projects that they would request to move forward after discussing insight into some of our goals. Trustees expressed support for our digitization project as well as a potential outdoor reading space project in the garden area. Williams will propose these two ideas as options.

The meeting was adjourned at 5:30 p.m. on a motion by Frese and seconded by Hurley and carried unanimously.

Respectfully submitted,

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

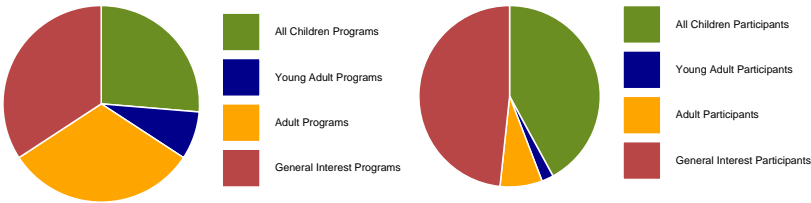
Jamie Williams, Director

Director's Report
Ericson Public Library
August 18, 2025

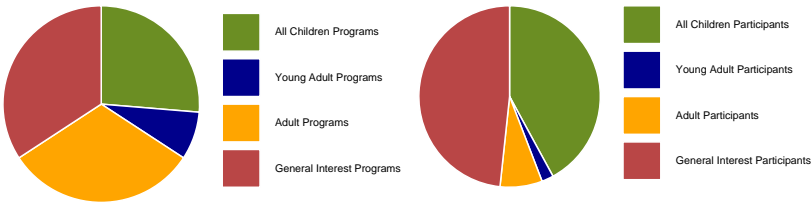
1. There will be no board meeting in August, the next scheduled board meeting is September 15th at 5pm. The circulation for July was 14,434. Computer usage was 899, Wi-fi usage was 882 sessions and we had 2,665 visits to our website. The meeting rooms were reserved 77 times.
2. The library received a donation from June Isaacson (\$100), a donation from Joyce Peterson (\$100), and reimbursement from Boost for Little Engines (\$575). We also received FY26 contract payment from Luther (\$426.11).
3. We had a very busy but successful summer reading program. There were 76 programs and over 1100 participants in the month of July! We do have some limited programming in August, but mostly we are gearing up for a great fall season!
4. The library is in need of more library cards. I'm going out and getting pricing, but am looking into updating the card's look. It might be nice to include the 125 year upcoming anniversary into the design.
5. As we transition to a new librarian, we will have some slight modifications for adult programming until our new staff member is hired. I will be taking over updating the digital sign until we have the new hire in place and trained. We have hired Lucy as a page who volunteered here last school year.
6. After meeting with the foundation, they recommended applying for each separate project. I have asked for a formalized quote from Advantage Archives. They have access to film up to 1995 and will need to utilize ours for 1996-2006. I will be working on putting together a plan and pricing for the outdoor garden area. I plan to reach out to ISU Extension but if anyone has any recommendations for landscape architects, please let me know!
7. We had a leak in the glycol tank, which has been repaired. The expansion tank had a pin sized hole in it which leaked usually during night, so it was hard to assess where the leak was. Thanks to Mike for being dedicated to finding it and getting Kruck in to replace it. Mike also has worked on updating the main floor restroom to be handicapped accessible. I am working up ordering updated signage for it from our sign vendor.
8. You will notice that our statistics are coming to you in a slightly different format. WhoFi allows you to create reports with circulation and collection. It is supposed to be easier to read with infographics, but I want to ensure that it includes everything you want to see and if it doesn't, what is missing. Please send me your feedback if you have any!

Ericson Public Library
July, 2025 - July, 2025

July					
Overview					
All Children Programs	20	26.32%	All Children Participants	498	42.06%
Young Adult Programs	6	7.89%	Young Adult Participants	25	2.11%
Adult Programs	24	31.58%	Adult Participants	89	7.52%
General Interest Programs	26	34.21%	General Interest Participants	572	48.31%
Total Programs	76		Total Participants	1184	



Year in Review					
Overview					
All Children Programs	20	26.32%	All Children Participants	498	42.06%
Young Adult Programs	6	7.89%	Young Adult Participants	25	2.11%
Adult Programs	24	31.58%	Adult Participants	89	7.52%
General Interest Programs	26	34.21%	General Interest Participants	572	48.31%
Total Programs	76		Total Participants	1184	



Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Circulation: Adult Books

	Jun	Jul	YTD
	0	3,455	3,455

Circulation: Children Books

	Jun	Jul	YTD
	0	6,376	6,376

Circulation: Audio

	Jun	Jul	YTD
	0	323	323

Circulation: Other

	Jun	Jul	YTD
	0	90	90

Circulation: YA Books

	Jun	Jul	YTD
	0	743	743

Circulation: Video

	Jun	Jul	YTD
	0	1,088	1,088

Circulation: Serials

	Jun	Jul	YTD
	0	21	21

Rural Circulation

	Jun	Jul	YTD
	0	2,906	2,906

In July, 398 unique patrons used your library WiFi. On average, these patrons visited to use the WiFi on just under 3 individual days.

Change from prior month

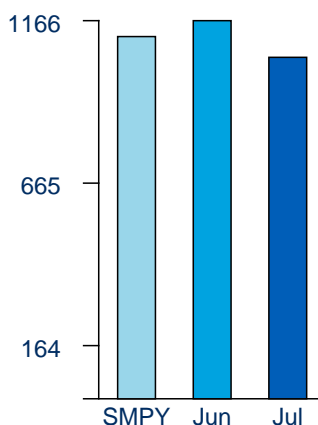


1053 -9.69%

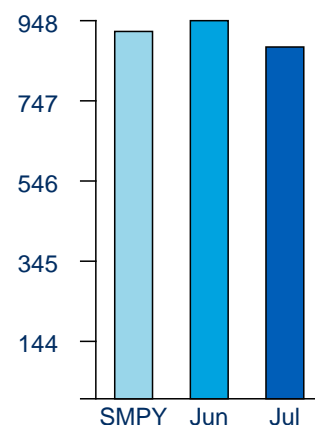


Monthly Sessions

Total Monthly Session Count

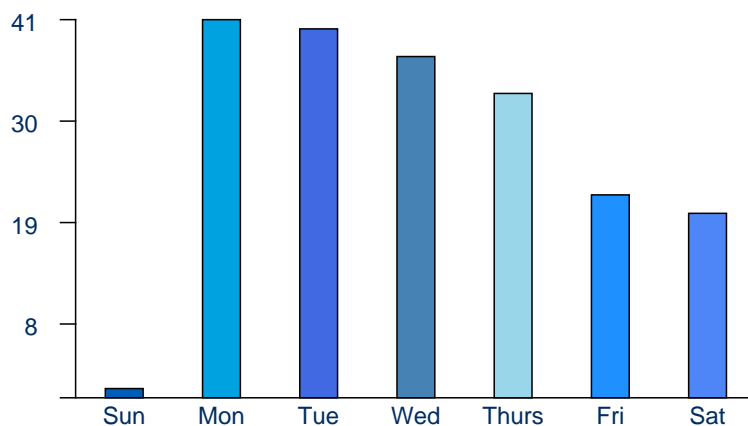


Total Monthly Visits

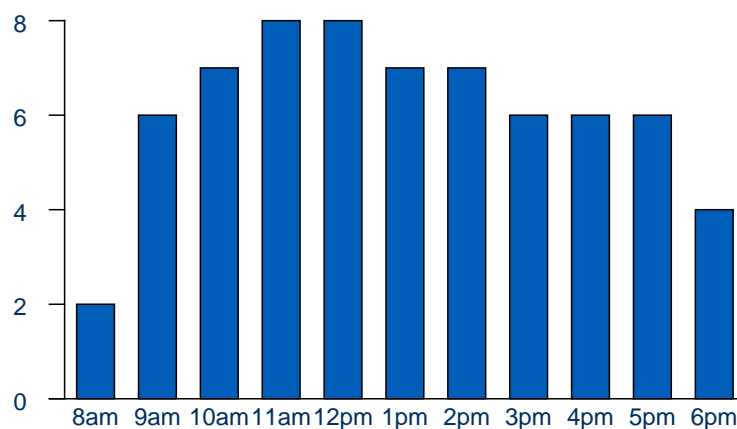


*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



882 -6.96%



Total Visits



398 -13.67%



Unique Visitors



2.22 7.77%



Average Return Rate

In July, you had 77 bookings overall with a cumulative attendance of 517 patrons.

Change from prior month



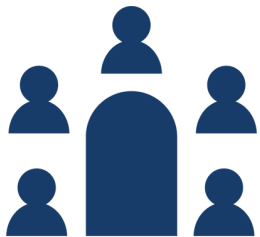
77 ↓ -13.48%

Total Bookings



517 ↓ -59.1%

Total Attendance



6.7 ↓ -52.82%

Average Attendance

37 ↓ -24.49%
Internal Bookings

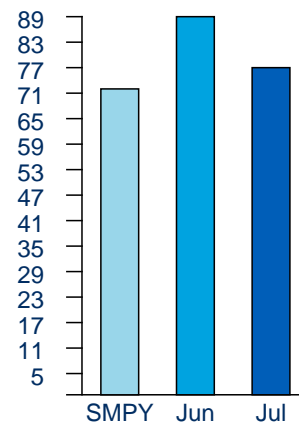
31 ↓ -6.06%
Patron Bookings

9 ↑ 28.57%
Non-Profit Bookings

0 ↑ -
For-Profit Bookings

Booking Breakdown

Total Monthly Bookings



*SMPY: Same Month Prior Year

Booking Breakdowns By Percentage

