



# ERICSON PUBLIC LIBRARY

## AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

**Place:** LIBRARY MEETING ROOM

**Date:** April 20, 2026 | 5PM

You may join the meeting via the internet. If you want to just listen to the meeting, please utilize the electronic method below:

### **Join Zoom Meeting**

Topic: Ericson Public Library Board Meeting

Time: April 20, 2026 05:00 PM Central Time (US and Canada)

<https://us02web.zoom.us/j/88099850113?pwd=A2qM2eEPdCC407diZyNHsaH7GE3MBa.1>

Meeting ID: 880 9985 0113 Passcode: 252205

- 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. Website
- I. New business
  - 1. Budget amendments
  - 2. Contracted City Agreements
  - 3. Landscaping in garden
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: **Monday, May 18, 2026, 5PM**

The Board of Trustees of the Ericson Public Library met in regular session on Monday, March 16, 2026 at 5:00 p.m. at the library.

Those present were: Michael Carr, Heather Frese, Barbara Louis, Rachel McKenny, and Barb Rardin. Absent: Levi Baber, Lowell Davis, Sue Gradoville, Sarah Hurley. The meeting was called to order by McKenny at 5:03 p.m. There was a quorum present.

The meeting minutes for February 17, 2026, were presented by Williams. A motion to approve minutes was made by Rardin and seconded by Carr; the motion carried unanimously.

The Director's report contained the following items for March 2026:

1. The circulation for February was 10,884. Computer usage was 460, Wi-Fi usage was 1,053 sessions, and we had 2,153 website visits. The meeting rooms were reserved 101 times.
2. The library received donations for books from Meg Manatt (\$48) and funding for Ancestry Library, BookPage, 4 Mobile beacon devices, SRP prizes, and Plein-Air programming from our Friends of Ericson Public Library (\$4517.99).
3. Grants: Lowrey Charitable Foundation has approved the gift of \$5,000 for the Library summer reading program to be used for youth summer programming. We are also requesting summer reading prize donations from local businesses and organizations, as well as requesting the Friends of the Library to help fund programs and prizes. To assist with our 125-year celebration, the Friends requested funding from the Leonard A Good Trust (\$2,000) and providing funding of \$1,500 to be used for a library-led programming series focused on documentation of place. The program will consist of a series of plein-air talks and journaling sessions held over 12 weeks in the summer of 2026. Each session will take place at an outdoor site in Boone County and will be supplemented by expert-led discussions of local ecology, biology, culture, or industrial history. To assist with digitizing the remaining years of the Boone News Republican, the Library and Friends would like to continue requesting grant funding as grants become available, such as Boone County Community Endowment Foundation and United Way.
4. The Ericson Public Library is proud to announce this year's Summer Reading program: 'Plant a Seed, Read!' We kick things off on June 1st, followed by our much-anticipated community carnival on June 8th. We have invited several local organizations to join the festivities and are thrilled to debut a new DNR mobile

exhibit trailer this year. Of course, it wouldn't be a celebration without our signature inflatables and the beloved kids' train, courtesy of the Boone CVB!

5. **New Benefit: MasterClass Gift Subscriptions Now Available** from our *online resources* webpage! As part of our commitment to lifelong learning, the Ericson Public Library is excited to offer 250 annual MasterClass gift subscriptions to our patrons. This exclusive opportunity allows you to learn from world-class experts in fields ranging from cooking and writing to business and science. Subscriptions will be distributed on a first-come, first-served basis to the first 250 applicants.

Eligibility requirements include Boone County residency, an active library card, and a minimum age of 18. If you do not yet have a library card, we invite you to visit us in person to register. We are deeply appreciative of MasterClass for their generous support of our library and our community's commitment to learning!

6. We are deep in the planning stages for our 125th Anniversary celebration! Starting in May, we will embark on a chronological journey through our history, dedicating each month to a 25-year era. Our programming and themes will reflect these milestones: May (1901–1926), June (1926–1951), August (1951–1976), September (1976–2001), and October (2001–2026).

Throughout the festivities, look for our 'Flashback Friday' posts and 'Special Ericson Editions' focused on our unique heritage. Additionally, our adult programming will feature a Plein-Air Lecture Series this summer, combining journaling and artwork to highlight the historic and beautiful outdoor spaces that make Boone County so special.

We love a good tradition, and our 125th is no exception! We're hosting a full week of special activities starting September 28th. It all leads up to our 'big day' on October 2nd, and we can't wait to celebrate this historic moment with our community and all of you.

7. Big thanks to Mike for getting our new smart screen mounted! He's currently installing a closer outlet to ensure the power cord reaches safely. While the interface is a bit different from the One Screen and will take some getting used to, the larger size is a much better fit for the room. Plus, we're happy to share that the One Screen has been rehomed at the Fire Department, where its touchscreen features will be put to great use!
8. RAGBRAI LIII: Boone Overnight Stop (July 21, 2026) For the first time in 15 years, Boone has been selected as an overnight stop for RAGBRAI! On Tuesday, July 21, thousands of riders will arrive in town after a 60-mile trek from Guthrie Center. To maximize our impact, we are considering adjusted hours (opening early or staying open late) to serve as a primary hospitality hub. Following insights from the ILOC session, we aim to create a "cyclist-friendly" environment by: *Highlighting Essentials*: Promoting our AC, restrooms, and high-speed Wi-Fi. *Navigation Support*: Providing directional maps and local tours. *Creative Infrastructure*: Implementing temporary

bike racks for easy access. We are looking for additional creative input to ensure the Ericson Public Library is a standout stop on the 2026 route.

9. The May meeting will be held at the normal business meeting time. The warrant list will be printed off for the Board to sign, and Andrea can take it up to City Hall. Without attending, I'm seeking a Trustee to take minutes. I will certainly keep the agenda light to accommodate my absence. Thank you for your assistance!

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

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

No old business.

New business included a discussion regarding the schedule our 125<sup>th</sup> celebration. Trustees discussed funding from memorial at \$500 and seeking sponsors as well as some potential speakers. Williams will continue to work on planning and provide updates as they become available. Williams provided information on the city looking into a new website and perhaps moving to the city's platform. This would allow the library to have more functionality in the design and have ADA compliance built in as it's created. Williams is currently evaluating and running analysis of the current site and planned to get data for the next six months. Trustees asked Williams to research costs and how the city would cover expenses on a new website. Williams will provide an update as more information is gathered. Williams requested out of state travel for a conference Stier will be attending. A motion to approve travel was made by Carr and seconded by McKenny and carried unanimously.

The meeting was adjourned at 5:24 p.m. on a motion by McKenny and seconded by Carr and carried unanimously.

Respectfully submitted,



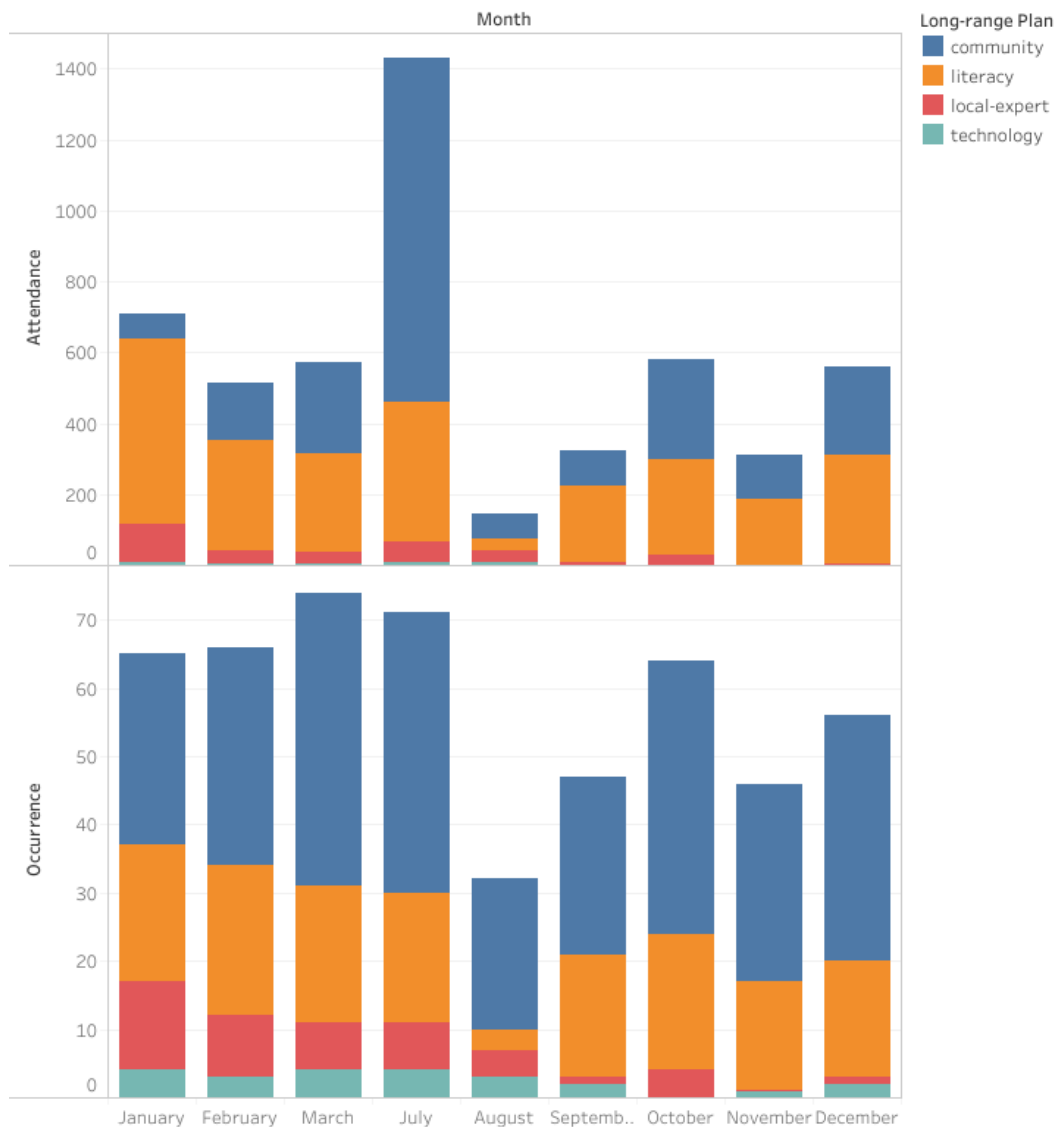
Jamie Williams, Director

Director's Report  
Ericson Public Library  
April 20, 2026

1. The circulation for March was 12,688. Computer usage was 569, Wi-Fi usage was 1,309 sessions, and we had 2,488 website visits. The meeting rooms were reserved 100 times.
2. The library received \$5,000 from the Lowrey Foundation for Youth Summer programming; they also received the second allocation from Boone County library funding (\$41,112.50). The library deposited \$147 from adult library sales and \$121.50 for adult desk donations.
3. Grants: Flight Path awarded \$500 for programming tied to bird education through the Friends of the Library. Williams has submitted a 50% matching grant proposal to the State Historical Society of Iowa's Historical Resource Development Program. The total request is for \$19,305, with \$9,652.50 requested from the State. The required cash match will be met through a \$5,000 award from the Boone County Community Endowment Foundation and anticipated funds from a pending United Way grant. This submission marks the final phase of a multi-year digitization project, successfully covering historical records from the Boone County Newspapers, 1865 to 2026. With a total investment of \$82,673, this initiative has been a true community effort, made possible by the sustained support of: State Historical Society of Iowa, Friends of the Ericson Public Library, United Way of Boone County, Fitzgerald Foundation, Boone County Community Endowment Foundation.
4. The City is evaluating two to three vendors to design a new website. Williams will attend the platform demos to determine if these systems are suitable for a library migration. The library has used the State Library's platform at no cost. However, the current site offers limited functionality, a poor user experience, and fails to meet modern accessibility standards. During the demos, Williams will focus on library-specific design needs, content management, and integration capabilities with our ILS and specialized library tools.
5. The library is pleased to announce that the Book Bike will be featured at the Reading Ramble at Ledges State Park on Saturday, May 2, 2026, from 10:00 a.m. to 12:00 p.m. Logistics for the Book Bike will be managed by Bartlett, and representatives from the Friends of the Library will be in attendance to support the event.
6. Planning is underway for our 125th Anniversary celebration! To honor 125 years of service to the Boone community, we have curated a diverse series of programs running from May through October 2nd. This milestone celebration focuses on appreciating our cultural, natural and architectural history as we venture beyond the library walls to engage with the place we call home. We invite you to join us for this commemorative series; please stay tuned for special monthly bookmarks featuring our full schedule of historical programming.

7. The landscaping in the garden north of the library has become significantly overgrown. While volunteers provided initial cleanup last fall and this spring, the current state—characterized by volunteer trees and mature plants obstructing the sidewalks—requires professional intervention. A landscape expert is needed with specialized tools and heavy machinery to perform major structural trimming. Additionally, I recommend the Board consider removing the trees located between the garden and the bank parking area to prevent future overgrowth. I have a quote to review after reaching out to three companies.
8. Congratulations to Zach on receiving the I Love My Librarian Award—such an incredible achievement!
9. Tammy has been instrumental in preparing our library data for analysis. Leveraging her extensive expertise, she established a robust tagging system that tracks program types, presenters, and Strategic Long-Range Plan (LRP) priorities. This framework enables more impactful data storytelling, clearly demonstrating how our programs align with our goals. The chart illustrates LRP alignment and attendance from July 2025 to March 2026, highlighting our progress toward these long-term objectives.

Long-range plan attendance & occurrence



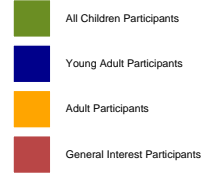
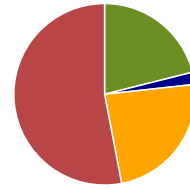
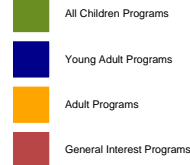
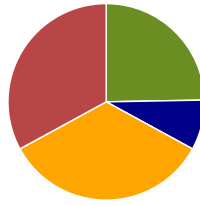
# Ericson Public Library

## July, 2025 - March, 2026

### July

#### Overview

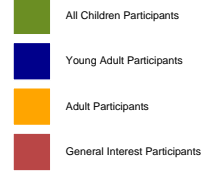
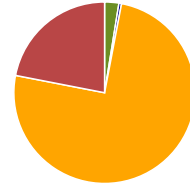
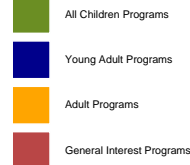
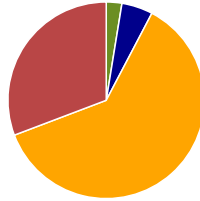
All Children Programs	21	24.71%	All Children Participants	525	21.08%
Young Adult Programs	7	8.24%	Young Adult Participants	54	2.17%
Adult Programs	29	34.12%	Adult Participants	591	23.73%
General Interest Programs	28	32.94%	General Interest Participants	1320	53.01%
<b>Total Programs</b>	<b>85</b>		<b>Total Participants</b>	<b>2490</b>	



### August

#### Overview

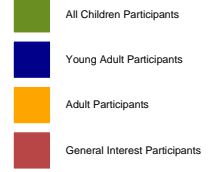
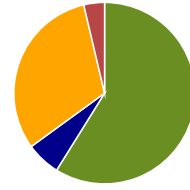
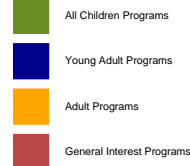
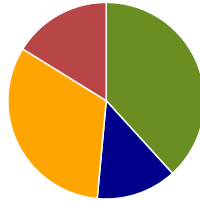
All Children Programs	1	2.56%	All Children Participants	11	2.54%
Young Adult Programs	2	5.13%	Young Adult Participants	2	0.46%
Adult Programs	24	61.54%	Adult Participants	325	75.06%
General Interest Programs	12	30.77%	General Interest Participants	95	21.94%
<b>Total Programs</b>	<b>39</b>		<b>Total Participants</b>	<b>433</b>	



### September

#### Overview

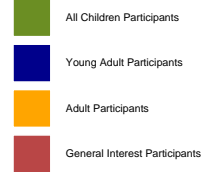
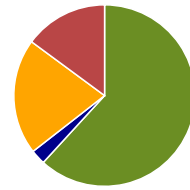
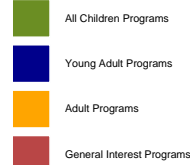
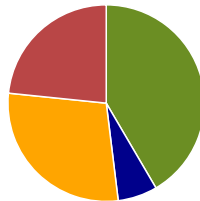
All Children Programs	26	38.24%	All Children Participants	654	58.87%
Young Adult Programs	9	13.24%	Young Adult Participants	68	6.12%
Adult Programs	22	32.35%	Adult Participants	348	31.32%
General Interest Programs	11	16.18%	General Interest Participants	41	3.69%
<b>Total Programs</b>	<b>68</b>		<b>Total Participants</b>	<b>1111</b>	



### October

#### Overview

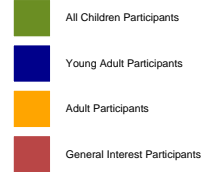
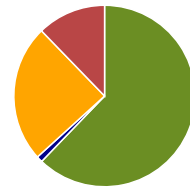
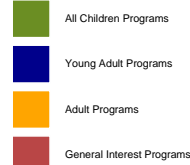
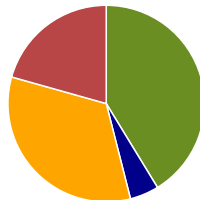
All Children Programs	32	41.56%	All Children Participants	793	61.81%
Young Adult Programs	5	6.49%	Young Adult Participants	34	2.65%
Adult Programs	22	28.57%	Adult Participants	265	20.65%
General Interest Programs	18	23.38%	General Interest Participants	191	14.89%
<b>Total Programs</b>	<b>77</b>		<b>Total Participants</b>	<b>1283</b>	



### November

#### Overview

All Children Programs	26	41.27%	All Children Participants	635	62.19%
Young Adult Programs	3	4.76%	Young Adult Participants	11	1.08%
Adult Programs	21	33.33%	Adult Participants	250	24.49%
General Interest Programs	13	20.63%	General Interest Participants	125	12.24%
<b>Total Programs</b>	<b>63</b>		<b>Total Participants</b>	<b>1021</b>	



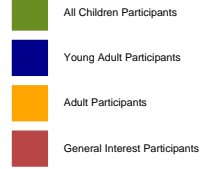
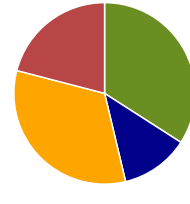
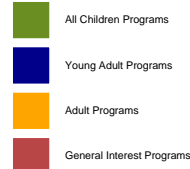
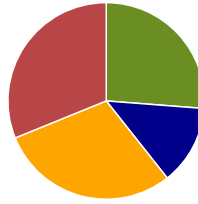
# Ericson Public Library

## July, 2025 - March, 2026

### December

#### Overview

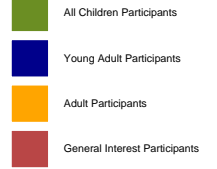
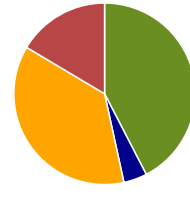
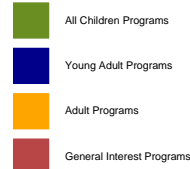
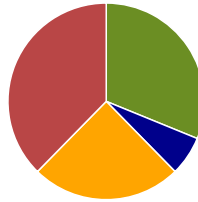
All Children Programs	16	26.23%	All Children Participants	288	34.08%
Young Adult Programs	8	13.11%	Young Adult Participants	103	12.19%
Adult Programs	18	29.51%	Adult Participants	277	32.78%
General Interest Programs	19	31.15%	General Interest Participants	177	20.95%
Total Programs	61		Total Participants	845	



### January

#### Overview

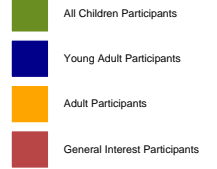
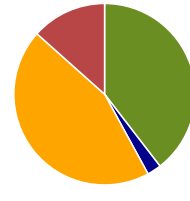
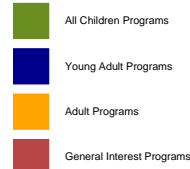
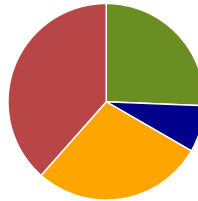
All Children Programs	24	31.17%	All Children Participants	335	42.41%
Young Adult Programs	5	6.49%	Young Adult Participants	33	4.18%
Adult Programs	19	24.68%	Adult Participants	292	36.96%
General Interest Programs	29	37.66%	General Interest Participants	130	16.46%
Total Programs	77		Total Participants	790	



### February

#### Overview

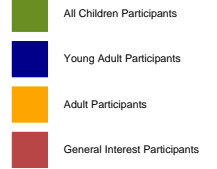
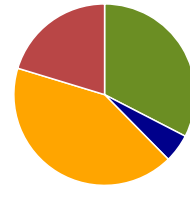
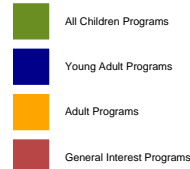
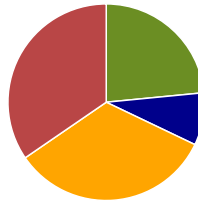
All Children Programs	20	25.64%	All Children Participants	316	39.55%
Young Adult Programs	6	7.69%	Young Adult Participants	20	2.5%
Adult Programs	22	28.21%	Adult Participants	356	44.56%
General Interest Programs	30	38.46%	General Interest Participants	107	13.39%
Total Programs	78		Total Participants	799	



### March

#### Overview

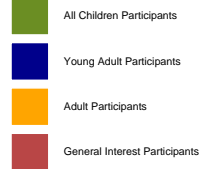
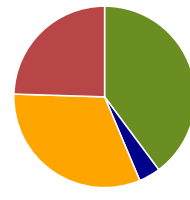
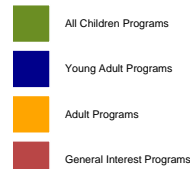
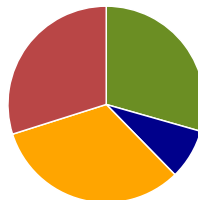
All Children Programs	19	23.46%	All Children Participants	284	32.57%
Young Adult Programs	7	8.64%	Young Adult Participants	44	5.05%
Adult Programs	27	33.33%	Adult Participants	367	42.09%
General Interest Programs	28	34.57%	General Interest Participants	177	20.3%
Total Programs	81		Total Participants	872	



### Year in Review

#### Overview

All Children Programs	185	29.41%	All Children Participants	3841	39.83%
Young Adult Programs	52	8.27%	Young Adult Participants	369	3.83%
Adult Programs	204	32.43%	Adult Participants	3071	31.84%
General Interest Programs	188	29.89%	General Interest Participants	2363	24.5%
Total Programs	629		Total Participants	9644	



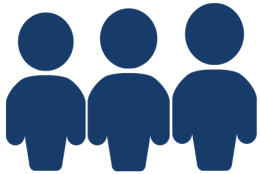
In March, you had 100 bookings overall with a cumulative attendance of 806 patrons.

Change from prior month



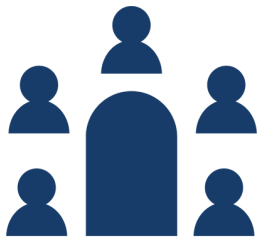
100 ↓ -0.99%

Total Bookings



806 ↑ 2.15%

Total Attendance



8.1 ↑ 3.85%

Average Attendance

51 ↑ 10.87%  
Internal Bookings

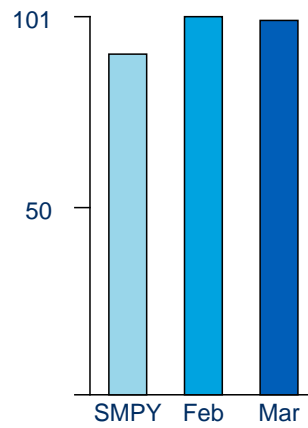
39 ↓ -2.5%  
Patron Bookings

10 ↓ -33.33%  
Non-Profit Bookings

0 ↑ -  
For-Profit Bookings

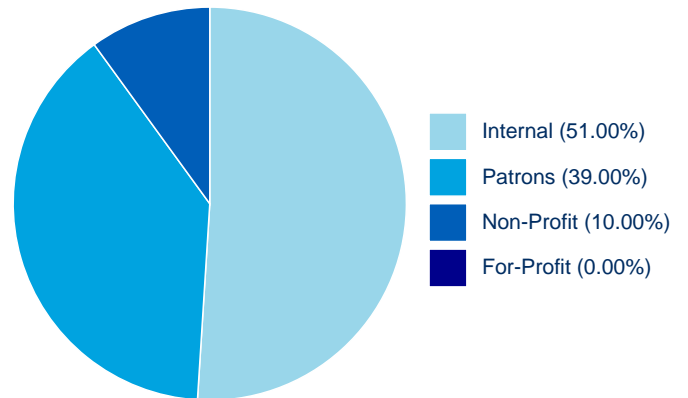
Booking Breakdown

Total Monthly Bookings



\*SMPY: Same Month Prior Year

Booking Breakdowns By Percentage



# Ericson Public Library

March-2026

In March, 366 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



1309 ↑ 24.31%

## Monthly Sessions



965 ↑ 22.46%

## Total Visits



366 ↑ 9.58%

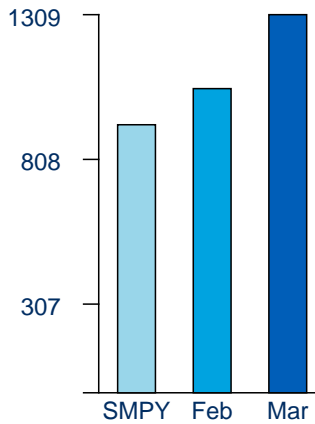
## Unique Visitors



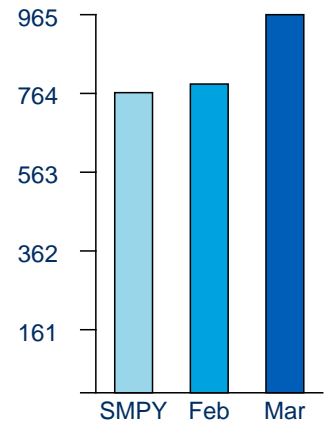
2.64 ↑ 11.86%

## Average Return Rate

### Total Monthly Session Count

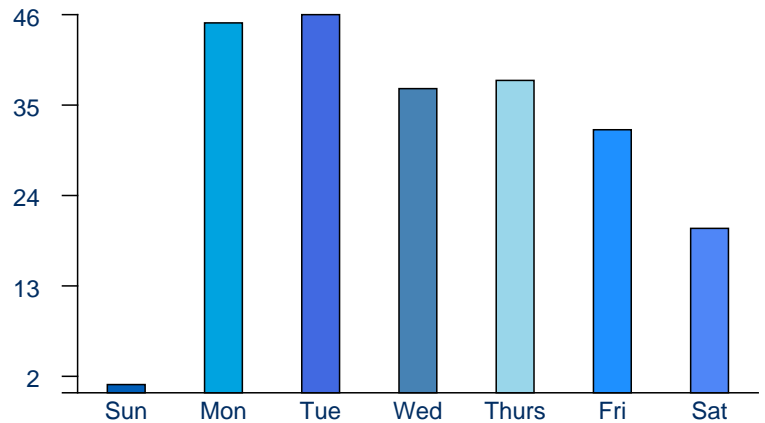


### Total Monthly Visits

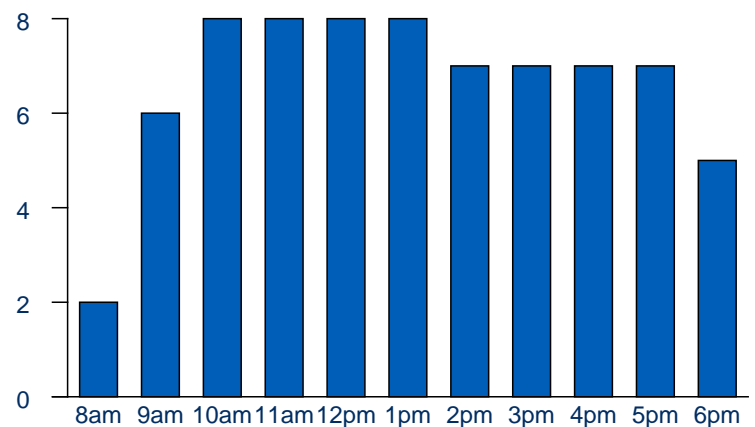


\*SMPY: Same Month Prior Year

### Average Daily Visits



### Average Peak Hourly



# Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

## Circulation: Adult Books

	Feb	Mar	YTD
	2,466	2,863	24,959

## Circulation: YA Books

	Feb	Mar	YTD
	572	670	5,220

## Circulation: Children Books

	Feb	Mar	YTD
	4,091	5,218	43,654

## Circulation: Video

	Feb	Mar	YTD
	842	826	7,845

## Circulation: Audio

	Feb	Mar	YTD
	202	240	2,183

## Circulation: Serials

	Feb	Mar	YTD
	22	22	188

## Circulation: Other

	Feb	Mar	YTD
	123	152	1,214

## Rural Circulation

	Feb	Mar	YTD
	1,501	1,412	16,948

# Ericson Public Library

## Iowa Public Library General Information Survey Fiscal 2026

### Make and Take Kits Provided

	Feb	Mar	YTD
	0	0	68

### Coloring Sheets Provided

	Feb	Mar	YTD
	52	0	239


### Scavenger Hunt Participants

	Feb	Mar	YTD
	0	0	0


### Trivia Contest Participants

	Feb	Mar	YTD
	0	0	0

### Maker Space Use

	Feb	Mar	YTD
	0	0	13

### STEAM/STEM Use

	Feb	Mar	YTD
	60	0	265

### Story-Walk Participants

	Feb	Mar	YTD
	100	0	861

### Reading Log Participants

	Feb	Mar	YTD
	0	0	308