



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: **LIBRARY MEETING ROOM**

Date: **April 21, 2025 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

Topic: Ericson Public Library Board Meeting

Time: April 21, 2025 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
- I. New business
 - 1. Contract Cities
 - 2. Budget Amendments
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, May 19, 2025, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, March 10, 2025 at 5:00 p.m. at the library.

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

The February 18, 2025 meeting minutes were presented by Williams. A motion to approve minutes was made by McKenny and seconded by Frese, the motion carried unanimously.

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

1. The circulation for February was 10,372. Computer usage was 519, Wi-fi usage was 723 sessions and we had 1,909 visits to our website. The meeting rooms were reserved 42 times.
2. The library received a donation from Anna Mae Reed (\$20), Boone Noon Kiwanis (\$450), and reimbursement from BooSt grant of \$3141.18. The library received desk donations of \$101.22 and library sales of \$190.02.
3. The library staff attended CPR training at the end of February and now have an AED that works! Big thanks to Boone Fire Department for helping keep our citizens safer! We also are excited for the roll out of the City's wellness program for 2025. All full-time staff are participating this year! After participating in this program since it started, I have been hoping for 100% participation and with some new changes I predict this year will be even better.
4. The Boone newspaper digitization program had low attendance but was certainly enjoyed by attendees. I will provide the same program in the summer and hopefully provide some updates regarding fundraising endeavors.
5. Our book bike is here! I'm working on an unveiling in the garden sometime this spring and will put together a schedule and route. I anticipate some questions from the community about its usage and I want to have a clear idea of how we intend to use it in the best possible way to ensure we meet community needs but keep in mind staffing. We could consider a policy if needed on usage and restrictions.
6. We had two incidents of our fire sprinkler system having issues. The first incident occurred during the middle of the night and alerted the Fire Department. Fortunately, it was a low air to the system and we were able to get Blackhawk Sprinklers here to fix the issue. There was a leak detected 3/6/25 so we will have them back to repair and diagnose what is causing the problem.
7. Are Trustees interested in adding a Notary service to the library's offerings?

Williams also mentioned the library phones continue to have issues with people calling the library and getting waste water plant and having to reset server to dial out. Williams will investigate and troubleshoot issue. The library also started a technology drop-in service with a volunteer helping us. Ian has been doing a great job. Trustees also directed Williams to proceed with notary service at no cost for patrons. A motion to accept the Director's report was made by Hurley and seconded by Madson and carried unanimously.

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

No old business.

For new business, Williams went over the staff LRP session. Trustees will review and have input and feedback at the Trustee LRP session. Session is slated for the June meeting which will last a couple hours to allow for discussion and planning. Williams will continue to provide legislative updates as they come in.

The meeting was adjourned at 5:35 p.m. on a motion by McKenny and seconded by Frese and carried unanimously.

Respectfully submitted,

Jamie Williams, Director