



# ERICSON PUBLIC LIBRARY

## AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

**Place:** LIBRARY MEETING ROOM

**Date:** January 20, 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: January 20, 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
  - 1. Personnel
- H. Old business
  - 1. FY26 Budget
    - a. Salaries
- I. New business
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: TUESDAY, February 18, 2025, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, December 16, 2024 at 5:00 p.m. at the library.

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

The November 18, 2024 meeting minutes were presented by Williams. A motion to approve minutes was made by McKenny and seconded by Frese, motion carried unanimously.

The Director's report contained the following items for December 2024:

1. The circulation for November was 11,022. Computer usage was 642, Wi-fi usage was 889 sessions and we had 2,153 visits to our website. The meeting rooms were reserved 47 times.
2. The library received desk donations of \$166. The library also received a donation of \$100 from Julie McWilliams. The library received a \$126 for book sales in the library.
3. In December we've had a lot of holiday cheer and craft programs! Thanks to Ronda's stitch group that gathered for a night of crafts and decorating the library for the holiday. Cocoa and crafts and Crafting with Candy has all been very well attended. A big thank you to all our programming staff for the many programs they put on and continue to look for more ways to engage with our community.
4. We are having Rotary volunteers and two Edge students assist us with putting together our literacy bags that will be used for our Little Engines program that begins in January. We are grateful for the help in putting together 560 bags for the kids participating. Our Edge students have also helped put out the Storywalk!
5. The Friends of the Ericson Public Library had a book sale November 22<sup>nd</sup> and 23<sup>rd</sup> and are working on getting their inventory and storage area more organized and hope to have it available for the public to "shop the stacks" by appointment or drop-in. We have recycled much of the old inventory that has not sold in years and is just taking up valuable space. It has taken a lot of volunteers and a lot of hours, so a big thanks to their continuous work on getting that storage room more organized and usable!
6. Our Boone County funding request has been submitted. We requested \$185,000 in Boone County support for the fiscal year 2025-2026. If the request is granted, the amount of funding would put Boone County's per capita funding from \$14.42 to \$21.96, which would bring it closer to the state average of \$21.83 per capita or .13 cents per thousand. The FY25 funding amount put Boone County in the lower tier of funding throughout the state. I also met with Administrator Skare and Elmquist for our initial budgetary figures. We will know more after the new year and I will keep the Board informed of any changes as I learn about them.

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

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

Under old business Williams provided an update regarding the salaries requested for comparison purposes. It was noted that all salaries from the page up are below average among same size libraries but in particular the part time salaries are lower than other city clerical hourly and the librarian salaries are at the same level as a receptionist salary in the city but has more duties and requires more qualifications. Trustees directed Williams to work on increasing one to two positions every year. This year they would like to see a bigger increase for the librarians, around ten percent. They also want to see a bigger increase for the children's librarian due to the work and retaining qualified individuals. Williams will continue to work on getting salaries more equal to retain qualified employees.

Under new business Williams presented the survey results, noting that it's information and data but doesn't allow much guidance for the long-range plan. Williams plans to do a staff input goal setting session in the upcoming year and seek input from a variety of voices. The upcoming March Board meeting is the week of spring break, Williams requested a move to March 10<sup>th</sup> for those planning to travel. Trustees have no issues with moving the board meeting up a week.

The meeting was adjourned at 5:26 p.m. on a motion by Frese and seconded by Carr and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director