



# ERICSON PUBLIC LIBRARY

## AGENDA    ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

**Place:**            **LIBRARY MEETING ROOM**

**Date:**            **May 19, 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: May 19, 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
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: **Monday, June 16, 2025, 5PM**

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

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

The March 10, 2025 meeting minutes were presented by Williams. A motion to approve minutes was made by Rardin and seconded by Davis, the motion carried unanimously.

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

1. The circulation for March was 11,781. Computer usage was 666, Wi-fi usage was 928 sessions and we had 2,184 visits to our website. The meeting rooms were reserved 60 times.
2. The library received memorials for Donald Dodd from Barb Rardin, Cathy Williams, Leanna and Daniel Leyes, Eric and Peggy Heistand, Raymond and Joyce Gragg, Deborah Prouty, Dorothy Tellinghuisen, Linda and Charles Hora, Norma Pink, Jane and John Cook, and Susan Shafer in the amount of \$595. A memorial for Doris Berglund from Barb Rardin (\$25). Donations from Kathleen Winters (\$20) and desk donation of \$20.01. Lions gave the library \$270 for Little Cubs, and the library received reimbursement from the BooSt grant of \$610.45. The library received reimbursement from the FOEPL for text marketing and Ancestry (\$2920.86)
3. The library is anticipating Adventure pass relaunching in late May early June. The system and website is being updated while Grimes works through SIP integration with all the libraries participating.
4. I'm working on an unveiling of the Book Bike in the garden May 7<sup>th</sup> at 6:30 and will put together a schedule and route. We will market the route which will include spots like Municipal band concerts, Farmers Markets, Nights on Green, School stops, senior stops.
5. FY25 CD interest (interest income) has been over our projected amount which requires a budget amendment. Our fiscal year spending will be completed the third week of June. We do have some other lines to amend but our general fund spending is under budget. This may be a good time to complete our main floor restroom.
6. We are gearing up for some great programming this summer! Our Summer Reading carnival will be June 2<sup>nd</sup> 4-7pm, we will have even more activities and fun additions than previous years! The theme this year is *Level Up!* We will continue to attend the band concerts and market our library programs at our outreach sites. Our *Little Engines* program with the preschoolers in Boone has been a lot of work with some great success. As we wrap up the end of the program in May, we will provide an overview of our outcomes and statistics.

7. I have applied for the United Way grant for more digitization and I will try to get the word out this summer to level up your local history skills by attending workshops on how to use our archives as well as offer a fundraiser to fund your birth year.

Williams also mentioned the availability of a new circulation desk that is priced at \$500 and if they want her to inquire about it. A motion to accept the Director's report was made by Carr and seconded by McKenny and carried unanimously.

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

No old business.

For new business, Williams provided the contract for cities receiving library service and their amounts they paid last fiscal year for library service. Williams also reported that Fraser has not paid for FY25. A motion to send out new contracts at the same rate for FY26 to all contract libraries and notifying Fraser that, effective immediately, their residents do not have library service from the Ericson Public Library was made by McKenny and seconded by Louis and carried unanimously. Williams presented the FY25 budget and where amendments need to be made. County revenue was over and needs amended to \$80,000, HSA city share benefit expenditure needs to be amended to \$1,600, Interest income from matured CDs went over so that needs amended to \$11,000 and library materials, book sale expenditures were over due to purchase of bulk discount of baby books and needs to be amended to \$700. A motion to approve these amendments was made by Carr and seconded Baber and carried unanimously. Trustees reviewed the rest of the general fund expenditures and directed Williams to prioritize funding hotspots, new circ desk, computers and the restroom upgrade to handicap accessible on the main floor.

The meeting was adjourned at 5:29 p.m. on a motion by Carr and seconded by McKenny and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director