



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: March 16, 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: March 16, 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
- I. New business
 - 1. 125th anniversary
 - 2. Website
 - 3. Stier out of state travel
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: **Monday, April 20, 2026, 5PM**

The Board of Trustees of the Ericson Public Library met in regular session on Tuesday, February 17, 2026 at 5:00 p.m. at the library.

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

The meeting minutes for January 19, 2026, 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 February 2026:

1. The circulation for January was 10,918. Computer usage was 457, Wi-Fi usage was 1,079 sessions, and we had 2,436 website visits. The meeting rooms were reserved 100 times.
2. The library received funding from the Maurice & Velda Fitzgerald Foundation for our digitization project (\$25,000). The library also received donations at the desk in the amount of \$269 and library sales in the amount of \$471.
3. The digitization of Boone County newspapers 1923-1981 will take approximately two months, with content being uploaded to the site around March!
4. The Friends of the Ericson Public Library are celebrating their 40th anniversary this year! To celebrate and show your support for the Friends, they are hosting a "Give 40" campaign. It's easy. Just give \$40 sometime in 2026. Stop in the library to donate with cash or check, or fill out a donation online. They are at 20% of the goal in 1 month. Money raised will be used for ongoing library services that benefit the entire community. The biggest project/service right now is to continue funding the Digitization of Newspapers. They also give money to other special projects throughout the year. Thank you to everyone who has donated so far in 2026!
5. The Friends of the Library will be having a **Spring Mini Book Sale on March 6th, 7th, and 9th**. This sale will allow shoppers to "shop the shelves" in our storage room, which they organized to keep materials better organized. This will help people looking for specific genres and even has a large-print section! Don't forget they also have music and tons of DVDs!
6. I had mentioned at the last meeting that we were purchasing more from Amazon lately with Ingram shipping issues. I did reach out to Ingram, questioning their shipping charges and learned that the shipping terms are covered under the State of Iowa terms for libraries ordering under 75K a year. Shipments of 15 units or more are free shipping. Shipments under 15 units are assessed a \$6 charge. Every shipment, regardless of size, is assessed a \$3 fuel surcharge. I followed up with

additional questions about controlling costs for shipping and will determine if we might be better off ordering from Amazon with shipping included/free.

7. We have many happy patrons with our notary service. We started tracking how many we do, and from July to January, we've done 42. I've noticed an uptick in this service recently. Good way to get people in the door to see all the other services we offer!

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

No old business.

New business included a discussion regarding the schedule of the May meeting. Williams proposed either having a Friday meeting with her in attendance or having it on Monday with a Trustee taking minutes. Trustees asked to put out an email for everyone to have input for the May meeting, and also for March with Spring break.

The meeting was adjourned at 5:14 p.m. on a motion by Frese and seconded by Louis and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director

Director's Report
Ericson Public Library
March 16, 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 theme: '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!

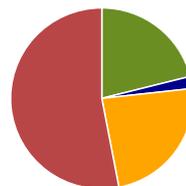
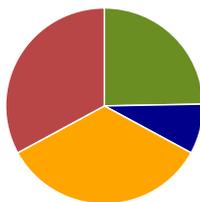
Ericson Public Library

July, 2025 - February, 2026

July

Overview

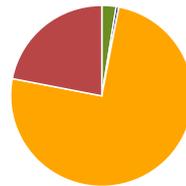
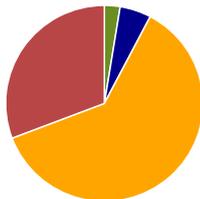
All Children Programs	21	24.71%	All Children Participants	525	21.08%
Young Adult Programs	7	8.24%	Young Adult Participants	54	2.17%
Adult Programs	29	34.12%	Adult Participants	591	23.73%
General Interest Programs	28	32.94%	General Interest Participants	1320	53.01%
Total Programs	85		Total Participants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



August

Overview

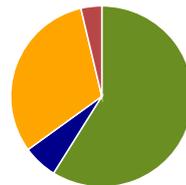
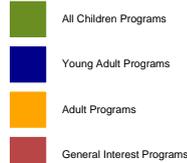
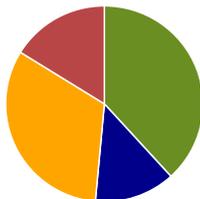
All Children Programs	1	2.56%	All Children Participants	11	2.54%
Young Adult Programs	2	5.13%	Young Adult Participants	2	0.46%
Adult Programs	24	61.54%	Adult Participants	325	75.06%
General Interest Programs	12	30.77%	General Interest Participants	95	21.94%
Total Programs	39		Total Participants	433	



September

Overview

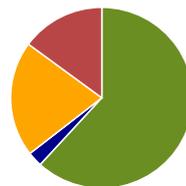
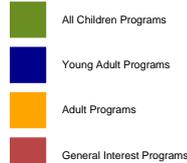
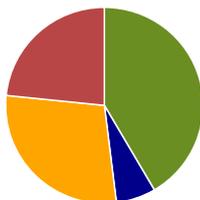
All Children Programs	26	38.24%	All Children Participants	654	58.87%
Young Adult Programs	9	13.24%	Young Adult Participants	68	6.12%
Adult Programs	22	32.35%	Adult Participants	348	31.32%
General Interest Programs	11	16.18%	General Interest Participants	41	3.69%
Total Programs	68		Total Participants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



October

Overview

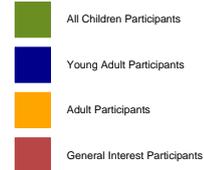
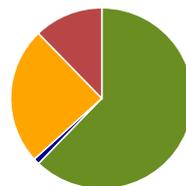
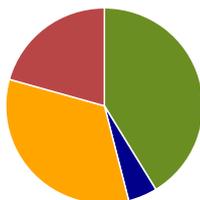
All Children Programs	32	41.56%	All Children Participants	793	61.81%
Young Adult Programs	5	6.49%	Young Adult Participants	34	2.65%
Adult Programs	22	28.57%	Adult Participants	265	20.65%
General Interest Programs	18	23.38%	General Interest Participants	191	14.89%
Total Programs	77		Total Participants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



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%
Total Programs	63		Total Participants	1021	



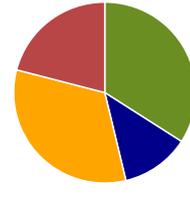
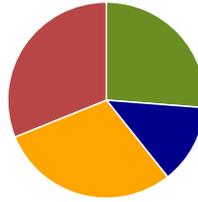
Ericson Public Library

July, 2025 - February, 2026

December

Overview

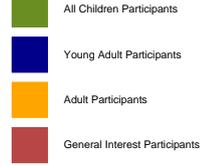
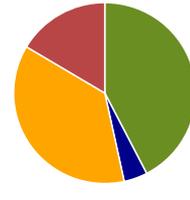
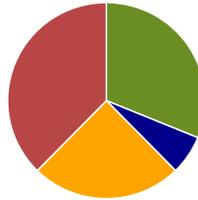
All Children Programs	16	26.23%	All Children Participants	288	34.08%
Young Adult Programs	8	13.11%	Young Adult Participants	103	12.19%
Adult Programs	18	29.51%	Adult Participants	277	32.78%
General Interest Programs	19	31.15%	General Interest Participants	177	20.95%
Total Programs	61		Total Participants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



January

Overview

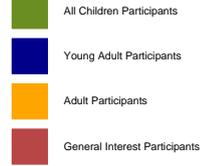
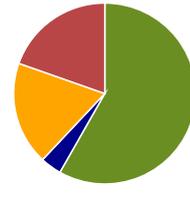
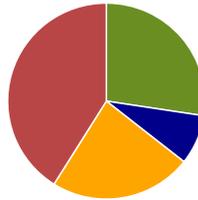
All Children Programs	24	31.17%	All Children Participants	335	42.41%
Young Adult Programs	5	6.49%	Young Adult Participants	33	4.18%
Adult Programs	19	24.68%	Adult Participants	292	36.96%
General Interest Programs	29	37.66%	General Interest Participants	130	16.46%
Total Programs	77		Total Participants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



February

Overview

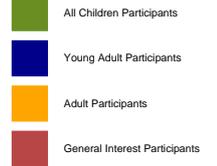
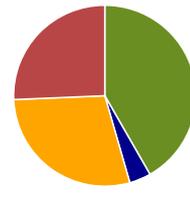
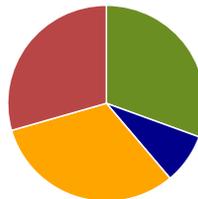
All Children Programs	20	27.4%	All Children Participants	309	58.19%
Young Adult Programs	6	8.22%	Young Adult Participants	20	3.77%
Adult Programs	17	23.29%	Adult Participants	98	18.46%
General Interest Programs	30	41.1%	General Interest Participants	104	19.59%
Total Programs	73		Total Participants	531	



Year in Review

Overview

All Children Programs	166	30.57%	All Children Participants	3550	41.75%
Young Adult Programs	45	8.29%	Young Adult Participants	325	3.82%
Adult Programs	172	31.68%	Adult Participants	2446	28.76%
General Interest Programs	160	29.47%	General Interest Participants	2183	25.67%
Total Programs	543		Total Participants	8504	



In February, you had 101 bookings overall with a cumulative attendance of 776 patrons.

Change from prior month



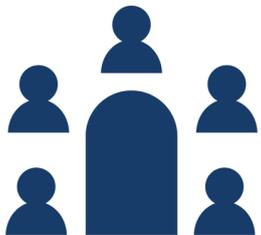
101 ↑ 0%

Total Bookings



776 ↑ 6.16%

Total Attendance



7.7 ↑ 6.94%

Average Attendance

46 ↑ 6.98%
Internal Bookings

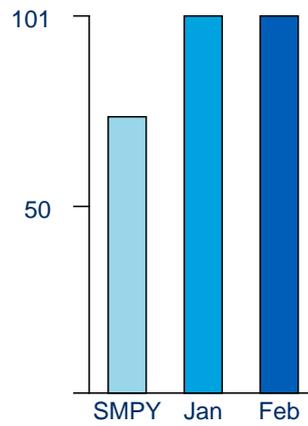
40 ↓ -4.76%
Patron Bookings

15 ↑ 0%
Non-Profit Bookings

0 ↓ -100%
For-Profit Bookings

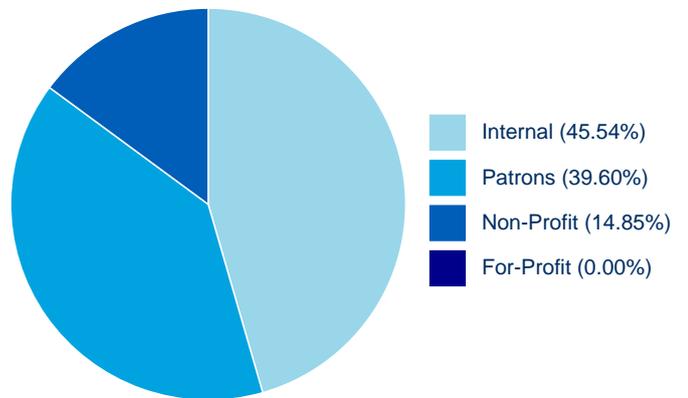
Booking Breakdown

Total Monthly Bookings



*SMPY: Same Month Prior Year

Booking Breakdowns By Percentage



Ericson Public Library

February-2026

In February, 334 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 ↓ -2.41%

Monthly Sessions



788 ↓ -4.83%

Total Visits



334 ↓ -2.05%

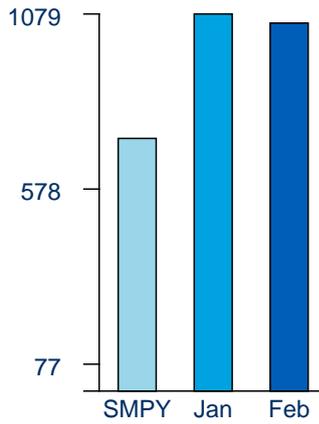
Unique Visitors



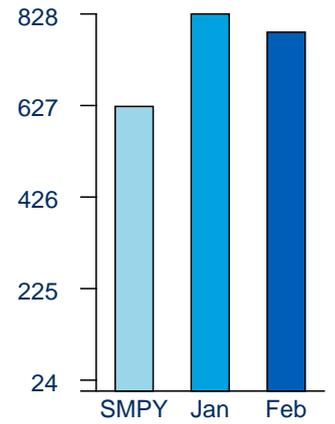
2.36 ↓ -2.88%

Average Return Rate

Total Monthly Session Count

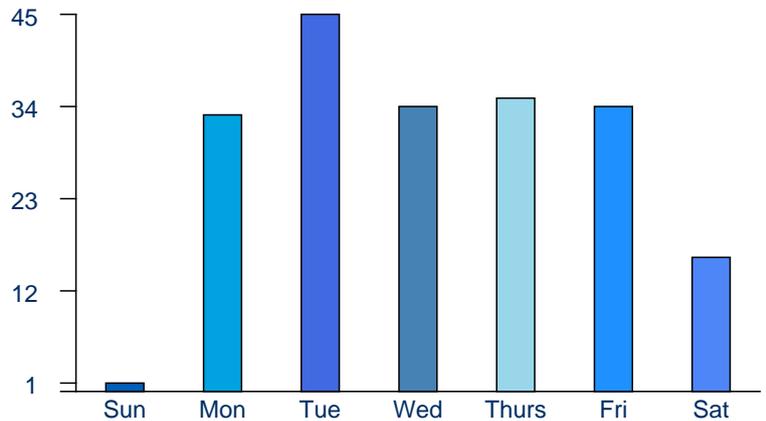


Total Monthly Visits

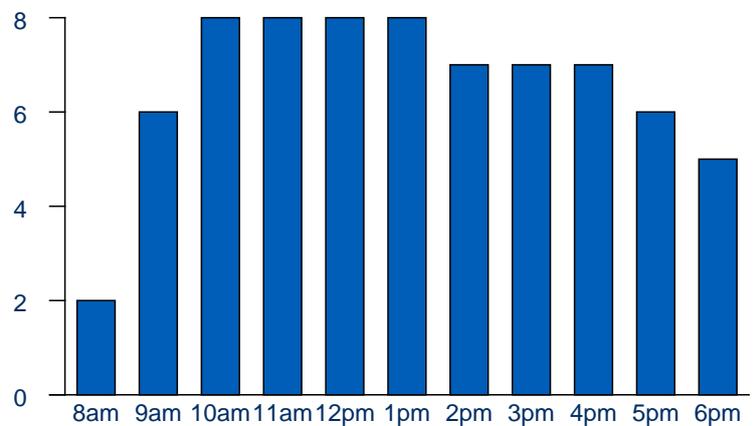


*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Make and Take Kits Provided

	Jan	Feb	YTD
	0	0	68

Coloring Sheets Provided

	Jan	Feb	YTD
	55	52	239

Scavenger Hunt Participants

	Jan	Feb	YTD
	0	0	0

Trivia Contest Participants

	Jan	Feb	YTD
	0	0	0

Maker Space Use

	Jan	Feb	YTD
	0	0	13

STEAM/STEM Use

	Jan	Feb	YTD
	60	60	265

Story-Walk Participants

	Jan	Feb	YTD
	100	100	861

Reading Log Participants

	Jan	Feb	YTD
	157	0	308

Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Circulation: Adult Books

	Jan	Feb	YTD
	2,550	2,466	22,096

Circulation: Children Books

	Jan	Feb	YTD
	3,728	4,091	38,436

Circulation: Audio

	Jan	Feb	YTD
	182	202	1,943

Circulation: Other

	Jan	Feb	YTD
	173	123	1,062

Circulation: YA Books

	Jan	Feb	YTD
	613	572	4,550

Circulation: Video

	Jan	Feb	YTD
	874	842	7,019

Circulation: Serials

	Jan	Feb	YTD
	11	22	166

Rural Circulation

	Jan	Feb	YTD
	1,449	1,501	15,536

Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Make and Take Kits Provided

	Jan	Feb	YTD
	0	0	68

Coloring Sheets Provided

	Jan	Feb	YTD
	55	52	239

Scavenger Hunt Participants

	Jan	Feb	YTD
	0	0	0

Trivia Contest Participants

	Jan	Feb	YTD
	0	0	0

Maker Space Use

	Jan	Feb	YTD
	0	0	13

STEAM/STEM Use

	Jan	Feb	YTD
	60	60	265

Story-Walk Participants

	Jan	Feb	YTD
	100	100	861

Reading Log Participants

	Jan	Feb	YTD
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