



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: **LIBRARY MEETING ROOM**

Date: **December 15, 2025 | 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: December 15, 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
 - 1. FY27 Budget
- I. New business
 - 1. Painting
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: **Monday, January 19, 2026, 5PM**

The Board of Trustees of the Ericson Public Library met in regular session on Monday, November 17, 2025 at 5:00 p.m. at the library.

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

The meeting minutes for October 20, 2025, were presented by Williams. A motion to approve minutes was made by Hurley and seconded by Baber; the motion carried unanimously.

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

1. The circulation for October was 12,272. Computer usage was 579, Wi-fi usage was 1,194 sessions, and we had 1,992 visits to our website. The meeting rooms were reserved 87 times.
2. The library received reimbursement funding from the FOEPL for Bookpage (\$420). The library also received donations for notary services for \$75, a donation from Conners (\$50), and a donation towards the digitization of BNR (\$100).
3. I attended an Employment Law Seminar in October, which provided some presentations on handling the chronically absent employee, how to respond to complaints about employees, completing employee evaluations, how to handle letters from the ICRC/EEOC, avoiding benefits pitfalls, and a panel on hot topics. The day-long seminar was informative and helpful.
4. As you may be aware, the FY25 Annual report is out and hot off the press! I'm so proud of all the hard work that has gone into the strategic plan from the staff and Trustees. I am excited to get started on our goals. Our library has much to be proud of. Just a reminder that we do have a way to collect impact stories on our website! I have two really amazing impact stories already for FY26!
5. Reaccreditation is coming up. However, a little snafu was encountered with the State Library data collection software platform. Bibliostat Collect Connect, the platform we use for data collection and comparison, is owned by Baker & Taylor. Following the announcement of the company's closure, we were informed that the Bibliostat platform will also be shut down. The state is having WhoFi work on setting up a new platform, which will function similarly to their Question Sets and should have a familiar workflow to the previous application. Internal testing will be conducted before the launch. Their target date for launching the new WhoFi Accreditation platform is Monday, December 8. The deadline of February 28 will not change.

6. Budget season is upon us! I've included the calendar in the packet. Important dates include December 2nd at 6pm at the Library, City Goal Setting Session. December 10th departmental budgets due for Admin review. January 13th at 6pm at City Hall, City budget session 14th at 6pm (if needed). Boone County funding applications due December 31st.
7. We have a new library page hired, welcome Conner!
8. The Friends of the Ericson Public Library are seeking new Board members. If you know of library advocates who want to support, be engaged, and active in helping the Friends with fundraising, please pass the word along, or give them my contact information. The Friends are an amazing non-profit group that does so much for our library and supports us in so many ways!
9. The Maurice & Velda Fitzgerald Foundation application has been submitted for our digitization project.

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

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

No committee reports.

Old business included an initial FY27 budget for Trustees to review. Williams received input on increases in several line items as well as support to include a LOST request for computer replacements for \$4,000. A motion to submit the presented budget for review was made by Hurley and seconded by Baber and carried unanimously.

New business included a request from Downtown Boone to hold a reception at the library during open hours to serve cake and champagne. Trustees discussed the idea of serving of champagne, and with the library being open to the general public, not wanting to make an exception to policy. They support the reception being held at the library just not the serving of champagne. Williams will follow up with the Director. Williams requested the closure of the library for December 26, 2026, which is a Saturday. Williams anticipates low attendance and not worth opening right after a holiday. A motion to approve the request was made by Hurley and seconded by McKenny and carried unanimously. meeting.

The meeting was adjourned at 5:28 p.m. on a motion by Rardin and seconded by Hurley and carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jamie Williams". The signature is written in black ink and is positioned above the printed name.

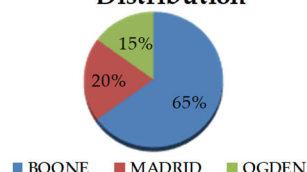
Jamie Williams, Director

Director's Report
Ericson Public Library
December 15, 2025

1. The circulation for November was 11,226. Computer usage was 457, Wi-fi usage was 856 sessions, and we had 2,009 visits to our website. The meeting rooms were reserved 73 times.
2. The library received reimbursement funding from the FOEPL for baby books, Wowbrary, and Christmas supplies for staff (\$968.12). The library also received donations from Anna Mae Reed (\$20), Ann Reed (\$200), Beta Sigma Phi XI Alpha (\$50) Boone Bank and Trust Co. (\$1000), a sponsorship for storywalk from Chapter DD PEO (\$50), and a memorial for Jeff Nall from Frances Fleck and Terence Greenley towards children's programming (\$500).
3. The City's goal-setting session occurred at the Ericson Public Library at the beginning of December. This year's goal-setting session focused on four areas: personnel, quality of life for the community's residents, economic vitality and growth, and infrastructure improvements. *Personnel*: emergency services; applying for a federal Staffing for Adequate Fire and Emergency Response (SAFER) grant for the potential hiring of three new firefighters; a staffing/salary study; the hiring of one full-time parks employee; and a review of city services. *Quality of Life*: rebuilding of the greenspace, funding the 10-year Boone Municipal Parks Comprehensive Plan, and increasing activities for children, teens, and older residents. *Growth*: economic development priorities, housing needs, debt service utilization, downtown building improvements and incentives, and updating the city's comprehensive plan. *Infrastructure*: water, sanitary sewer, and street improvements.
4. An extra special thanks to Boone Bank and Trust Co. not only for their donation which will help sponsor Adventure Pass but also for donating some filing cabinets!
5. Reaccreditation is open! I will work on getting this submitted before the deadline. Much of this has been accomplished before this year. Most of it is uploading documentation to verify we meet certain standards.
6. Budget season is upon us! Some upcoming dates of importance: January 13th at 6pm at City Hall, City budget session 14th at 6pm (if needed). Boone County funding applications due December 31st.
7. An oil painting that was commissioned by former Boone resident, Judy Loveless (class of 56), around 1978, titled "Traveling to a Distant Sun" is looking to see if the library would like to display the painting. Some background is that the oil on canvas is 50.5 inches wide by 44.5 inches high. It was painted by Ingo Swann in 1978. Swann was conducting experiments at Stanford Research Institute when Judy worked.

- | How does Boone County funding for Library services compare? | | | | | | |
|---|-----------------------------------|---------------------------------|----------------------------------|----------------------|--------------------------------------|--------------|
| FY26- Library Services budgeted by CITY | | TAXABLE VALUE
(as of 1/1/24) | Library
Income
Budget FY26 | Census
population | Lib Income-
cents per
thousand | Per capita |
| BOONE | ERICSON PUBLIC LIBRARY | \$501,020,647 | \$578,000 | 12,460 | \$1.15 | \$46.39 |
| MADRID | MADRID PUBLIC LIBRARY | \$97,408,216 | \$187,191 | 2,802 | \$1.92 | \$66.81 |
| OGDEN | LEONARD A. GOOD COMMUNITY LIBRARY | \$74,753,146 | \$121,046 | 2,007 | \$1.62 | \$60.31 |
| Library Services funded by Boone County historically | | | | | | |
| RURAL FY22 | | \$ 1,080,504,240 | \$105,000 | 8,357 | \$ 0.10 | \$12.56 |
| RURAL FY23 | | \$ 1,150,611,367 | \$110,000 | 8,423 | \$ 0.09 | \$13.06 |
| RURAL FY24 | | \$ 1,150,611,367 | \$116,500 | 8,423 | \$ 0.09 | \$13.83 |
| RURAL FY25 | | \$ 1,289,941,501 | \$121,500 | 8,423 | \$ 0.09 | \$14.42 |
| <i>Chart comparing city funding of library services and county funding of library services</i> | | | | | | |
| *Chart based on information compiled by the State Library website: | | | | | | |
| https://statelibraryofiowa.gov/media/156/download?inline | | | | | | FY26 figures |
| https://statelibraryofiowa.gov/media/157/download?inline | | | | | | FY26 figures |

County	FY26 Rural Valuation	FY26 County Funding For libraries	Rural Population	Cents per Thousand	Per Capita
BOONE	\$1,310,304,236	\$126,500	8,423	0.09	\$15.02
WEBSTER	\$1,264,059,043	\$340,579	7,414	0.26	\$45.94
STORY	\$1,370,279,389	\$433,937	9,127	0.31	\$47.54
GREENE	\$711,795,687	\$95,540	2,504	0.13	\$38.15
POLK	\$3,010,749,747	\$650,000	28,002	0.21	\$23.21
HAMILTON	\$849,481,524	\$88,635	3,625	0.10	\$24.45
STATE AVG	\$906,403,991	\$146,007	6,325	0.14	\$23.05



BOONE	65%	\$ 82,225.00
MADRID	20%	\$ 25,300.00
OGDEN	15%	\$ 18,975.00
TOTAL		\$126,500

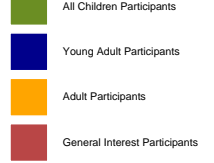
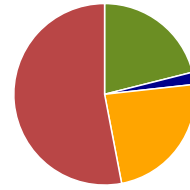
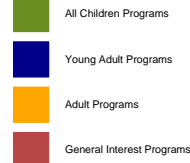
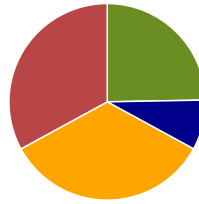
Ericson Public Library

July, 2025 - November, 2025

July

Overview

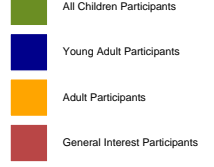
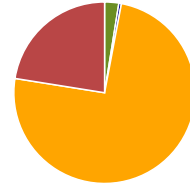
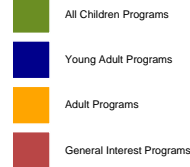
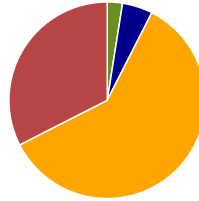
All Children Programs	21	24.71%	All Children Participants	525	21.08%
Young Adult Programs	7	8.24%	Young Adult Participants	54	2.17%
Adult Programs	29	34.12%	Adult Participants	591	23.73%
General Interest Programs	28	32.94%	General Interest Participants	1320	53.01%
Total Programs	85		Total Participants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



August

Overview

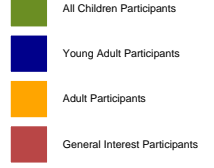
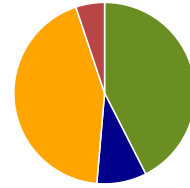
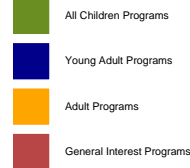
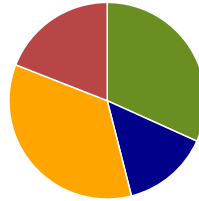
All Children Programs	1	2.5%	All Children Participants	11	2.52%
Young Adult Programs	2	5%	Young Adult Participants	2	0.46%
Adult Programs	24	60%	Adult Participants	325	74.54%
General Interest Programs	13	32.5%	General Interest Participants	98	22.48%
Total Programs	40		Total Participants	436	



September

Overview

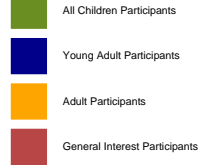
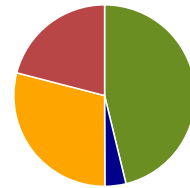
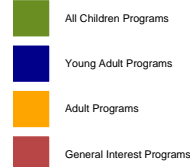
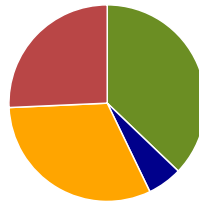
All Children Programs	20	31.75%	All Children Participants	340	42.5%
Young Adult Programs	9	14.29%	Young Adult Participants	71	8.88%
Adult Programs	22	34.92%	Adult Participants	348	43.5%
General Interest Programs	12	19.05%	General Interest Participants	41	5.13%
Total Programs	63		Total Participants	800	



October

Overview

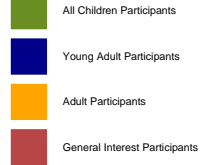
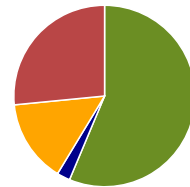
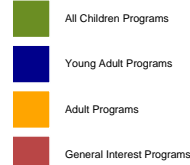
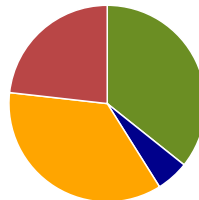
All Children Programs	26	37.14%	All Children Participants	421	46.21%
Young Adult Programs	4	5.71%	Young Adult Participants	34	3.73%
Adult Programs	22	31.43%	Adult Participants	265	29.09%
General Interest Programs	18	25.71%	General Interest Participants	191	20.97%
Total Programs	70		Total Participants	911	



November

Overview

All Children Programs	20	35.71%	All Children Participants	263	56.32%
Young Adult Programs	3	5.36%	Young Adult Participants	11	2.36%
Adult Programs	20	35.71%	Adult Participants	69	14.78%
General Interest Programs	13	23.21%	General Interest Participants	124	26.55%
Total Programs	56		Total Participants	467	



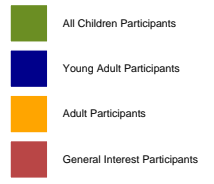
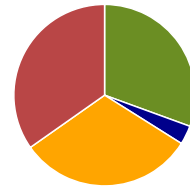
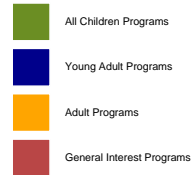
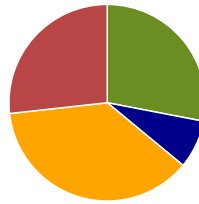
Ericson Public Library

July, 2025 - November, 2025

Year in Review

Overview

All Children Programs	88	28.03%	All Children Participants	1560	30.56%
Young Adult Programs	25	7.96%	Young Adult Participants	172	3.37%
Adult Programs	117	37.26%	Adult Participants	1598	31.31%
General Interest Programs	84	26.75%	General Interest Participants	1774	34.76%
Total Programs	314		Total Participants	5104	



Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Circulation: Adult Books

	Oct	Nov	YTD
	2,800	2,483	14,484

Circulation: Children Books

	Oct	Nov	YTD
	5,108	4,763	26,834

Circulation: Audio

	Oct	Nov	YTD
	252	170	1,363

Circulation: Other

	Oct	Nov	YTD
	160	117	643


Circulation: YA Books

	Oct	Nov	YTD
	562	537	2,889

Circulation: Video

	Oct	Nov	YTD
	843	764	4,443

Circulation: Serials

	Oct	Nov	YTD
	19	14	119

Rural Circulation

	Oct	Nov	YTD
	1,607	1,300	11,216


Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Make and Take Kits Provided

	Oct	Nov	YTD
	0	0	43

Coloring Sheets Provided

	Oct	Nov	YTD
	0	50	82

Scavenger Hunt Participants

	Oct	Nov	YTD
	0	0	0


Trivia Contest Participants

	Oct	Nov	YTD
	0	0	0


Maker Space Use

	Oct	Nov	YTD
	0	0	13

STEAM/STEM Use

	Oct	Nov	YTD
	0	60	85

Story-Walk Participants

	Oct	Nov	YTD
	0	0	441

Reading Log Participants

	Oct	Nov	YTD
	0	0	0

In November, you had 73 bookings overall with a cumulative attendance of 650 patrons.

Change from prior month



73 ↓ -16.09%

Total Bookings



650 ↓ -1.52%

Total Attendance



8.9 ↑ 17.11%

Average Attendance

27 ↑ 28.57%
Internal Bookings

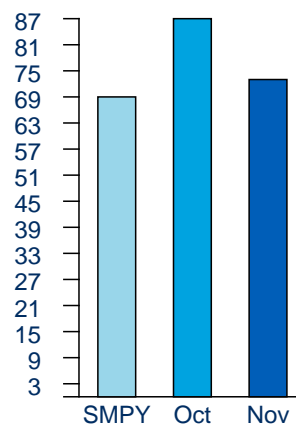
37 ↓ -32.73%
Patron Bookings

9 ↓ -18.18%
Non-Profit Bookings

0 ↑ -
For-Profit Bookings

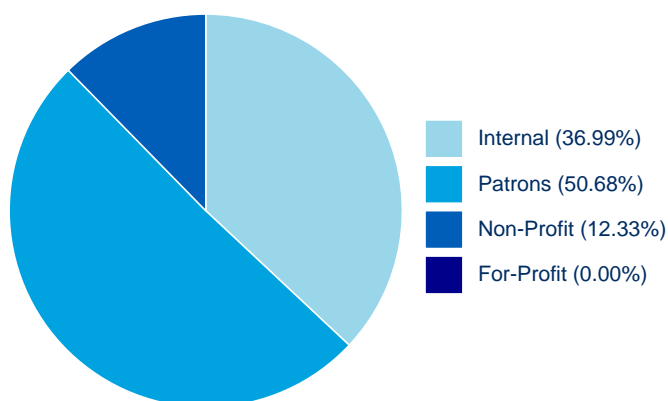
Booking Breakdown

Total Monthly Bookings



*SMPY: Same Month Prior Year

Booking Breakdowns By Percentage



In November, 308 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



856 ↓ -28.31%

Monthly Sessions



677 ↓ -29.7%

Total Visits



308 ↓ -22.42%

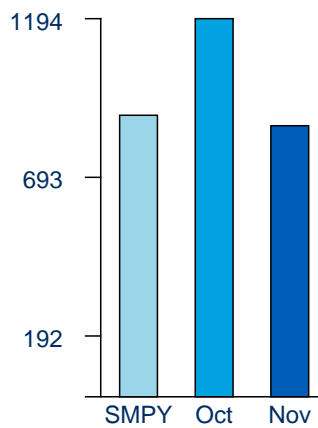
Unique Visitors



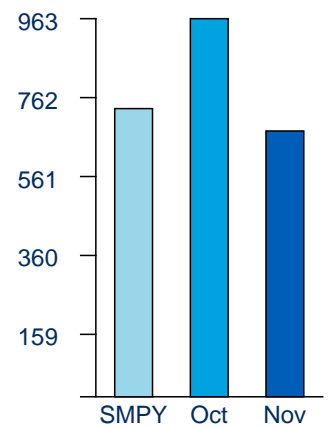
2.2 ↓ -9.47%

Average Return Rate

Total Monthly Session Count

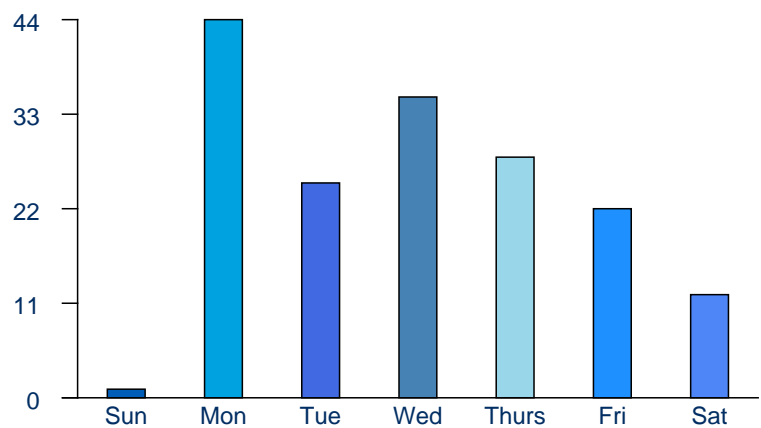


Total Monthly Visits



*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly

