

ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: April 15, 2024 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

<https://us02web.zoom.us/j/82323231700?pwd=Q3Zra3UvSVcrODJtdVNmSEdLbHA4dz09>

Meeting ID: 823 2323 1700 Passcode: 846322

- 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. Book bike update
- I. New business
 - 1. Internet service
 - 2. Contracting cities
 - 3. Budget Amendments
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, May 20, 2024, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, March 18, 2024 at 5:00 p.m. at the library.

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

The February 20, 2024 meeting minutes were presented by Williams. A motion to approve minutes was made by Gradoville and seconded by Dvorsky, motion carried unanimously.

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

1. The circulation for February was 11,078. Computer usage was 748, Wi-fi usage was 985 sessions and we had 1,963 visits to our website. The meeting rooms were reserved 27 times.
2. The library received desk donations of \$104 and book sales of \$201.
3. Our fine free policy has been going very well as patrons continue to hear about it. Our patrons are very thankful for the new policy and have had very positive things to say!
4. The library staff will migrate to the city's new time entry system for payroll. Staff have filled out paper timesheets for years, and so miPay will be used for entering hours worked for part time staff and will also track full time regular hours along with vacation and sick leave. The library is one of the first transitioning over to the new system, so it will be a great learning experience!
5. Our HRDP grant for microfilming the Boone News Republican from 2007-2021 is the final component that I have been waiting on. The microfilm is planned to be delivered March 21st. I will be submitting a United Way grant for funding more digitization on behalf of the Friends of the Ericson Public Library.
6. As we begin planning for our Summer Reading Program, I'd like to encourage Board members to attend our summer reading kickoff carnival on June 3rd. I know I'm putting this out early, but every year we put this on, and unless you have attended and seen all the great partnerships, activities and attendees it is hard to explain the wonder of what role the library can play in community building. I'd also encourage Trustees to volunteer for helping out at the many programs that we'll have over the summer too! It's a great time to see the impact and the role the library plays in people's lives and in the community. I will be putting together a sign-up genius for different times and if you have time to volunteer, I'd be so grateful! This year's theme is very focused on sustainability as its slogan is READ, RENEW, REPEAT!
7. I am anticipating going to VOIP with all phone lines since we've had pretty good luck so far with our three phone lines. There are definitely times when the line is static and hard to hear. If we can get our emergency/elevator line transferred over we could be done with Windstream/Centurylink. We do have some speed issues with our current

Internet with Infobunker, and we have access to Ogden Telephone internet. It may be helpful to have a more reliable connection but it would be a change. I will be looking into advantages and disadvantages and need to have a conversation with our IT.

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

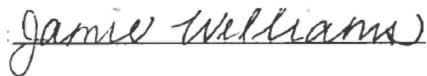
The financial reports for March were examined and filed. A motion approving the financial reports and payment of warrants was made by Dvorsky and seconded by Gradoville and carried unanimously.

No old business.

Under old business Williams stated three Trustee terms that were up for reappointment at the end of June. Trustees Baber and Melhus expressed interest in filling a complete term after their partial terms. Williams will notify Mayor Stines.

The meeting was adjourned at 5:20 p.m. on a motion by Dvorksy and seconded by Frese and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director