



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: LIBRARY MEETING ROOM

Date: February 17, 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: February 17, 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. May meeting
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: Monday, March 16, 2026, 5PM

The Board of Trustees of the Ericson Public Library met in regular session on Monday, January 19, 2026 at 5:00 p.m. at the library.

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

The meeting minutes for December 15, 2025, were presented by Williams. A motion to approve minutes was made by Hurley and seconded by Frese; the motion carried unanimously.

The Director's report contained the following items for January 2026:

1. The circulation for December was 10,688. Computer usage was 427, Wi-fi usage was 942 sessions, and we had 1,833 visits to our website. The meeting rooms were reserved 71 times.
2. The library received donations from Julie McWilliams (\$100), Betty Cox (\$500), and Willow Tree donations for Storywalk (\$290). The library also received funding from Zero the Three for the children's department (\$2020), and funding for juvenile non-fiction books from Pratt-Fenton Charitable Foundation (\$3,500). The library also received Open Access funding from the State Library of Iowa for \$3180.
3. The City's FY27 budget session was held on January 13th, and all departments presented their FY27 departmental budgets to Council and the Mayor. City Administrator Elmquist presented a balanced budget but discussed concerns with Trust and Agency in the upcoming years, along with declining revenue from CDs' interest rates. This may impact future budget years if we don't plan for it in a fiscally responsible way. Council directed no change in levy and using debt service funding for a temporary solution to save approximately \$96 per household on their utility bill.
4. Reaccreditation is complete! All documentation has been submitted. The library met all tier 1 standards (29), all tier 2 standards (12), and all tier 3 standards (6). We also met 35 of the 38 non-tier standards, of which 20 are required. This is an amazing accomplishment of the Library Board and a true testament to the excellent library service we continue to provide to our community. On behalf of the library staff, thank you for your commitment and support in making a difference in quality-of-life issues for our community and patrons.
5. *Reel Reads*, a grant-funded program launched this month for tweens and teens in grades 6–12, supported by the Lowrey Charitable Foundation. Each month, participants receive a free book box featuring a middle-grade or young adult book

adapted into a movie, along with a book-related item to keep and a snack— providing an experience similar to popular subscription boxes at no cost to our participants. The program has two components: pizza and book discussion, and a movie screening with popcorn, encouraging both literacy and social connection. Ronda reports that the launch was very successful, with strong engagement during the first discussion of *The Book Thief*. Older teens naturally mentored younger participants, fostering meaningful conversation and a sense of belonging. Participants expressed excitement about being part of a book club and anticipation for the movie screening. Future titles will include *Holes*, *The Giver*, *The Outsiders*, and more, continuing to promote teen engagement at the library.

6. I reapplied to the Masterclass grant for gift subscriptions. If you recall, back in 2022, I had applied, and we were one of the first libraries to be chosen. The concept in theory was amazing, but in the management of the grant, it was cumbersome, and the gift links provided many times would give users an error and direct them to the payment subscription. I decided at the time it wasn't worth reapplying. Since their initial deployment, they now have an admin dashboard, which I'm hoping will make the process less frustrating for me and for our patrons. We were awarded 250 Masterclass annual gift subscriptions, which we can provide to our patrons! Look for upcoming details online!
7. We will be the site for the Monday Matters legislative forum that the Chamber hosts. The first one will be held in the 2nd-floor meeting room on February 2nd at 9 am. Stop by for updates from Jesse Green and Chad Behn.
8. As we get closer to our 125th anniversary, I wanted to mention that we will want to start planning special events and programs. We will be a host location for the Iowa PBS *Revolutionary Iowans* display. We are looking for historical-type programs to celebrate America's 250th anniversary as well. The *Revolutionary Iowans* connects Iowa's local stories to the broader themes of American democracy and independence. I'm open to any suggestions and ideas to make this a truly special year!
9. The Maurice & Velda Fitzgerald Foundation has notified me that we will be receiving \$25,000 for our digitization of Boone's history. Boone newspapers from the late 1800s to 1921, 2007-2023 are currently available on our website. As of 1/13, we've had over 21,000 searches from all over the state, country, and world! We will be able to expand coverage from 1922 to the late 1970's with this funding. Advantage Archives has up to July 1981 in their vault, so I'd like to do some fundraising for the additional \$3,860 to get there. As a reminder, *Goal 3.3* in our long-range plan was to launch a digitization fundraiser with FOEPL to complete the Boone newspapers digitization project, 1922-2006. I am so thankful that the Fitzgerald Foundation has greatly assisted this goal, but I know we can do more,

and it would be wonderful to see complete coverage. I will reach out to the Friends for ideas!

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

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

The Personnel Committee met in January to discuss the new Department Heads Benefit Policy for library consideration.

Old business included an update regarding the FY27 budget session meeting with Council. Budget requests were presented. No changes were made and will be finalized in the upcoming months with the Council.

New business included a discussion from the Personnel Committee regarding changes to the library's personnel policies based on changes from the City's Department Head Benefits Policy that was approved in January. A motion to accept the changes in the library policy included from the City's *Department Head Benefits Policy*, as well as approve longevity pay retroactive from January 2026, to be issued in the February payroll for the Library Director was made by Frese and seconded by Hurley and carried unanimously.

The meeting was adjourned at 5:22 p.m. on a motion by Rardin and seconded by Gradoville and carried unanimously.

Respectfully submitted,

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

Jamie Williams, Director

Director's Report
Ericson Public Library
February 17, 2026

1. The circulation for January was 10,918. Computer usage was 457, Wi-fi usage was 1079 sessions, and we had 2,436 visits to our website. 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!

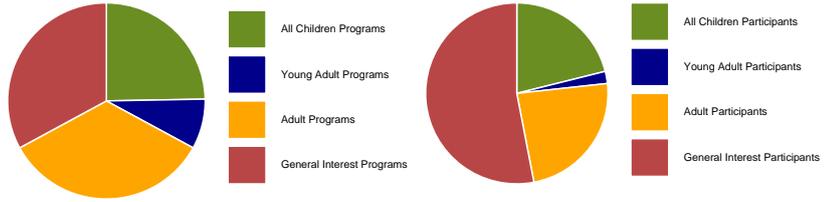
Ericson Public Library

July, 2025 - January, 2026

July

Overview

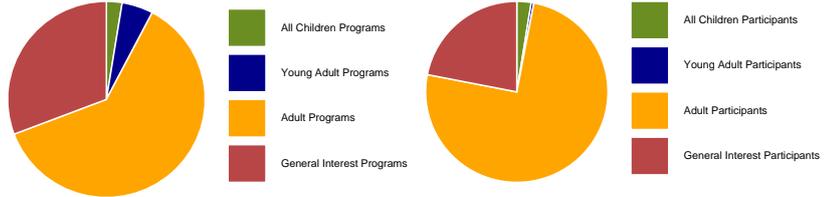
All Children Programs	21	24.71%	All Children Participants	525	21.08%
Young Adult Programs	7	8.24%	Young Adult Participants	54	2.17%
Adult Programs	29	34.12%	Adult Participants	591	23.73%
General Interest Programs	28	32.94%	General Interest Participants	1320	53.01%
Total Programs	85		Total Participants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



August

Overview

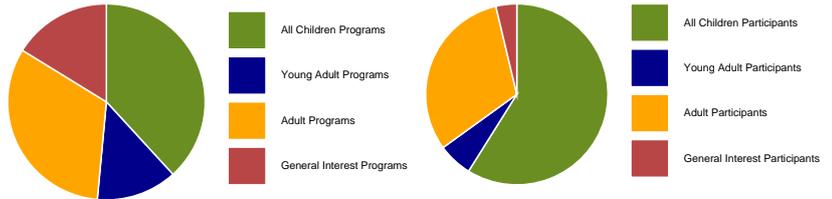
All Children Programs	1	2.56%	All Children Participants	11	2.54%
Young Adult Programs	2	5.13%	Young Adult Participants	2	0.46%
Adult Programs	24	61.54%	Adult Participants	325	75.06%
General Interest Programs	12	30.77%	General Interest Participants	95	21.94%
Total Programs	39		Total Participants	433	



September

Overview

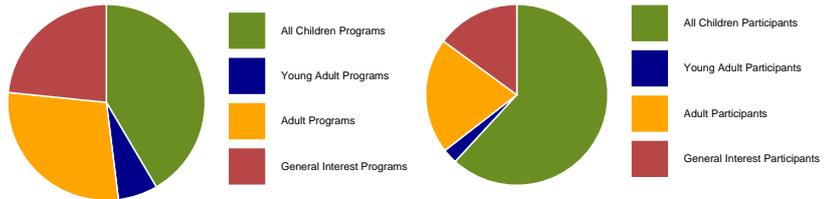
All Children Programs	26	38.24%	All Children Participants	654	58.87%
Young Adult Programs	9	13.24%	Young Adult Participants	68	6.12%
Adult Programs	22	32.35%	Adult Participants	348	31.32%
General Interest Programs	11	16.18%	General Interest Participants	41	3.69%
Total Programs	68		Total Participants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



October

Overview

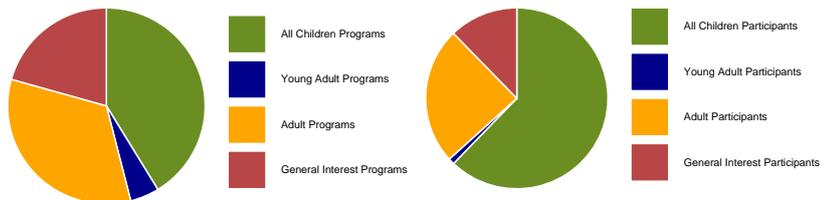
All Children Programs	32	41.56%	All Children Participants	793	61.81%
Young Adult Programs	5	6.49%	Young Adult Participants	34	2.65%
Adult Programs	22	28.57%	Adult Participants	265	20.65%
General Interest Programs	18	23.38%	General Interest Participants	191	14.89%
Total Programs	77		Total Participants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



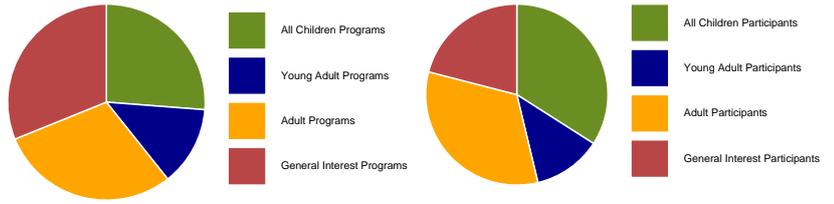
Ericson Public Library

July, 2025 - January, 2026

December

Overview

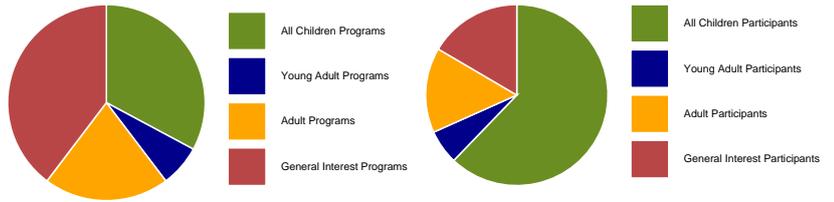
All Children Programs	16	26.23%	All Children Participants	288	34.08%
Young Adult Programs	8	13.11%	Young Adult Participants	103	12.19%
Adult Programs	18	29.51%	Adult Participants	277	32.78%
General Interest Programs	19	31.15%	General Interest Participants	177	20.95%
Total Programs	61		Total Participants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



January

Overview

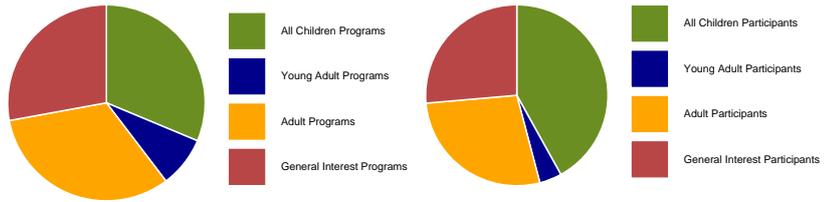
All Children Programs	24	32.88%	All Children Participants	335	62.15%
Young Adult Programs	5	6.85%	Young Adult Participants	33	6.12%
Adult Programs	15	20.55%	Adult Participants	82	15.21%
General Interest Programs	29	39.73%	General Interest Participants	89	16.51%
Total Programs	73		Total Participants	539	



Year in Review

Overview

All Children Programs	146	31.33%	All Children Participants	3241	41.97%
Young Adult Programs	39	8.37%	Young Adult Participants	305	3.95%
Adult Programs	151	32.4%	Adult Participants	2138	27.69%
General Interest Programs	130	27.9%	General Interest Participants	2038	26.39%
Total Programs	466		Total Participants	7722	



Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Make and Take Kits Provided

	Dec	Jan	YTD
	25	0	68

Coloring Sheets Provided

	Dec	Jan	YTD
	50	55	187

Scavenger Hunt Participants

	Dec	Jan	YTD
	0	0	0

Trivia Contest Participants

	Dec	Jan	YTD
	0	0	0

Maker Space Use

	Dec	Jan	YTD
	0	0	13

STEAM/STEM Use

	Dec	Jan	YTD
	60	60	205

Story-Walk Participants

	Dec	Jan	YTD
	220	220	881

Reading Log Participants

	Dec	Jan	YTD
	151	157	308

In January, you had 100 bookings overall with a cumulative attendance of 682 patrons.

Change from prior month



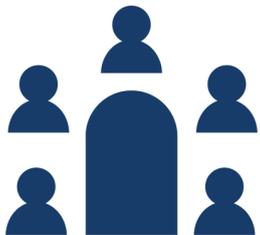
100 ↑ 35.14%

Total Bookings



682 ↑ 13.48%

Total Attendance



6.8 ↓ -16.05%

Average Attendance

43 ↑ 26.47%
Internal Bookings

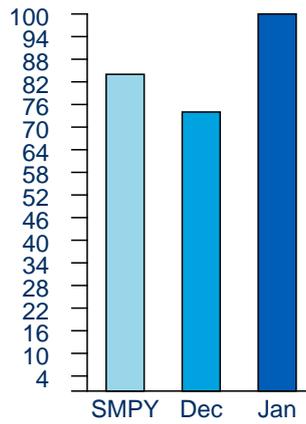
41 ↑ 64%
Patron Bookings

15 ↑ 0%
Non-Profit Bookings

1 ↑ 100%
For-Profit Bookings

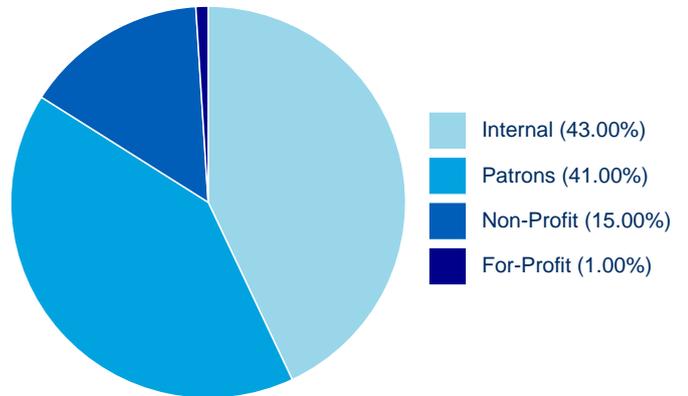
Booking Breakdown

Total Monthly Bookings



*SMPY: Same Month Prior Year

Booking Breakdowns By Percentage



Ericson Public Library

January-2026

In January, 341 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



1079 ↑ 14.54%

Monthly Sessions



828 ↑ 18.29%

Total Visits



341 ↑ 20.49%

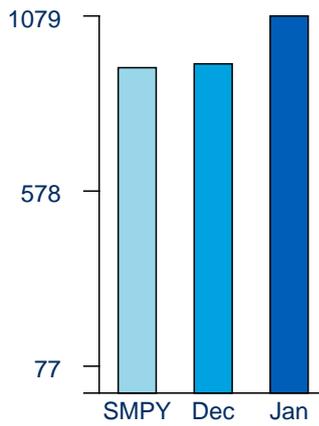
Unique Visitors



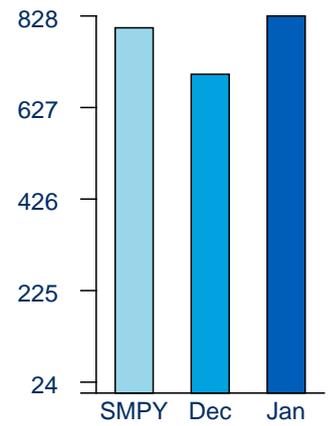
2.43 ↓ -1.62%

Average Return Rate

Total Monthly Session Count

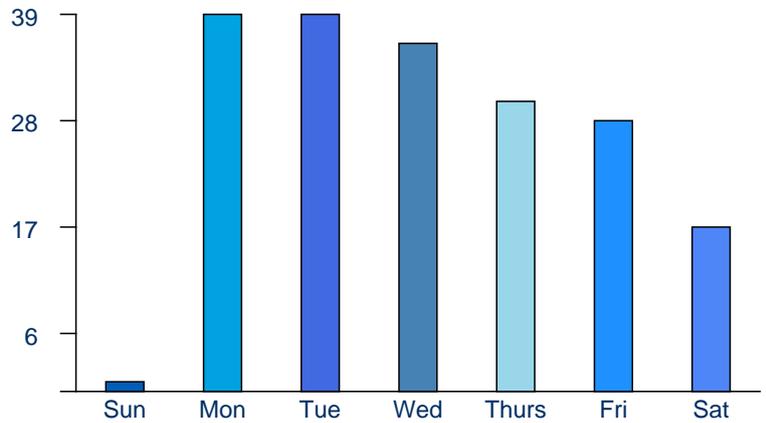


Total Monthly Visits

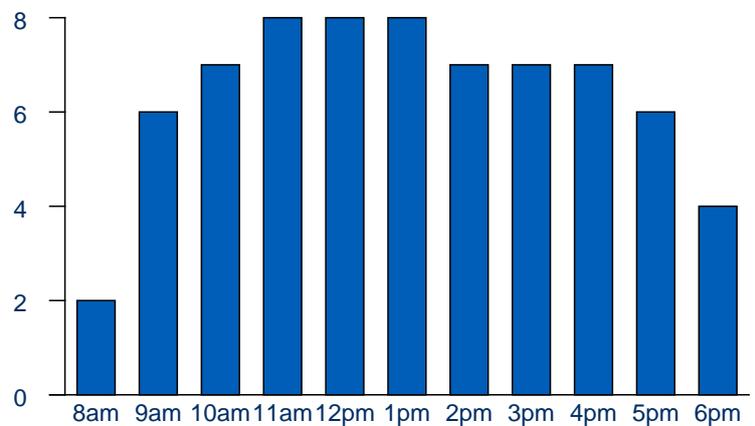


*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



Ericson Public Library

Iowa Public Library General Information Survey Fiscal 2026

Circulation: Adult Books

	Dec	Jan	YTD
	2,596	2,550	19,630

Circulation: Children Books

	Dec	Jan	YTD
	3,783	3,728	34,345

Circulation: Audio

	Dec	Jan	YTD
	196	182	1,741

Circulation: Other

	Dec	Jan	YTD
	123	173	939

Circulation: YA Books

	Dec	Jan	YTD
	476	613	3,978

Circulation: Video

	Dec	Jan	YTD
	860	874	6,177

Circulation: Serials

	Dec	Jan	YTD
	14	11	144

Rural Circulation

	Dec	Jan	YTD
	1,370	1,449	14,035

Ericson Public Library

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Scavenger Hunt Participants

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	0	0	0

Trivia Contest Participants

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Maker Space Use

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	0	0	13

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