

**MINUTES OF MARCH 15, 2021 MEETING  
BOARD OF TRUSTEES OF THE TOWN HALL LIBRARY  
TOWN OF MERTON, NORTH LAKE, WISCONSIN**



- I. **Call to Order:** The meeting was called to order at 3:45 pm by President Plock, who attended in person. Also attending in person were Trustees Cull, Herrick, Nawrocki, Rogers Blum, Stippich, and Library Director Iyengar. Trustee DiPietro attended virtually.
- II. Several plans for expansion and reconfiguring of library spaces were presented by Kelly Construction. No action was taken.
- III. **Public Input:** Rogers Blum received emails not pertinent to the Trustees which she forwarded to the Library staff.
- IV. **Consent Agenda:**
  - a. On Motion by Nawrocki and seconded by Herrick, the Minutes of the February 15, 2021 meeting were unanimously approved.
  - b. Bridges System Update accepted as presented.
  - c. Statistics accepted as presented.
  - d. Committee Reports
    - i. Director's Report was accepted as presented. Work to analyze the collection continues, and two new hires will be welcome additions to the staff. The new website is under construction.
    - ii. Friends' Liaison: Rogers Blum reported the Friends planning for their Library garden spaces continues, and their scholarship applicant will be announced soon.
    - iii. Foundation Liaison: no report given.
    - iv. Town Board Liaison: no report given.
- V. **Financial Reports:**
  - a. February, 2021 invoices in the amount of \$58,629.70 were unanimously approved on Motion by Herrick, seconded by Ploch.
  - b. Petty Cash in the amount of \$37.59 was approved unanimously on Motion by Herrick, seconded by Ploch.
- VI. **Unfinished Business:**
  - a. There is still an opening for a Library Trustee who does not reside in the Town of Merton. Iyengar will ask Bridges and WCTC to advertise our opening.
  - b. Policies for Materials Selection/Collection Development, Circulation, and Filming and Photography were discussed and unanimously approved on Motion by Herrick, seconded by Stippich.
- VII. **New Business:**
  - a. Motion by Rogers Blum, seconded by Herrick, to approve a Policy for Patron Guidelines for Building Use During COVID-19. Motion carried unanimously.
  - b. After discussion about engaging a company to deep clean the building every quarter, the Director was asked to obtain estimates.
  - c. The Director presented a bid from Badgerland Pressure Cleaning to clean the mildew on the front entrance and to pressure wash the entire building at a cost of \$575.00. On Motion by Herrick and seconded by Cull, the bid was unanimously approved.

- d. On Motion by DiPietro and seconded by Ploch, a Proposal from Nels Anderson Enterprises for \$1,950.00 for a water softener was unanimously approved. However, Anderson's bid for salt and salt delivery was not approved, and the Director will check on prices with other sources.
- e. On Motion by Herrick, seconded by DiPietro and unanimously approved, the Library's hours will be extended from 9 am to 8 pm Monday through Thursday, beginning May 3, 2021.

**7. Adjournment:** Motion by Ploch, seconded by Herrick, to adjourn at 5:01 pm. Motion carried unanimously.

Respectfully submitted,

Mary L. Rogers Blum  
Secretary

Next Meeting: Regular Library Board of Trustees  
April 19, 2021 at the Town Hall Library at 3:45 pm