

**MINUTES OF FEBRUARY 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 Ploch, who attended in person. Also attending in person were Trustees Herrick, Nawrocki, Rogers Blum, and Stippich, and Library Director Iyengar. Trustee Cull attended virtually.

- II. Public Input:** Rogers Blum received an email from the Department of Labor in Milwaukee which she forwarded to Iyengar and Flessert. It was the only email received for the Trustees.

- III. Consent Agenda:**
 - a. On Motion by Herrick and seconded by Nawrocki, the Minutes of the January 18, 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, including the water heater failure. A strategic planning committee has been formed and is meeting; a customer survey is online and in paper at the circulation desk; work continues on collection management, programs, and grants. Stippich requested that the survey be highlighted by the staff and on the website, as it will be of great interest to the strategic planning committee. Professional analysis is being collected regarding problems with the front entry and ramp.
 - ii. Friends' Liaison: Rogers Blum reported the Friends have continued to provide staff treats every month; the group will continue to pay for lawn treatments; the May Annual Meeting has been cancelled due to Covid-19; the group has a scholarship in process, details to come; the Friends have approved funding for the compost system over the \$300 approved by the Trustees; data gathering has begun for an oral history project.
 - iii. Foundation Liaison: no report given.
 - iv. Town Board Liaison: no report given.

- IV. Financial Reports:**
 - a. January, 2021 invoices in the amount of \$30,994.68 were unanimously approved on Motion by Herrick, seconded by Ploch.
 - b. Petty Cash in the amount of \$423.15 was approved unanimously on Motion by Herrick, seconded by Stippich.

- V. Unfinished Business:**
 - a. There is still an opening for a Library Board Member who does not reside in the Town of Merton. Trustees were asked to inquire among people whom they know to locate a person who is interested in applying to be a Trustee.
 - b. The collection and art identification work using grants from Modern Woodmen and Bridges continues; there have been some copyright issues, but it is expected the project will be completed before the end of August of this year.

VI. New Business:

- a. Motion by Rogers Blum seconded by Ploch, to approve closing the Library on March 19, 2021 for a Staff In-Service Day; Motion carried unanimously.
- b. The Director presented the completed Annual Report for 2020. On Motion by Herrick, seconded by Ploch, the report was unanimously approved, and the President was directed to sign the report.
- c. Several new and amended Policies were presented by Iyengar. The Trustees asked for the matter to be tabled until the March meeting, and asked the Director to identify whether the Policies were new or amended, and, if amended, to highlight the portions being changed. Nawrocki asked for paper, rather than electronic, copies of the policies. Herrick asked that the Director coordinate with the Town Clerk on any Policies that may be common to both the Library and the Town. Ploch asked the Director to coordinate with the Town on a Covid-19 policy.

7.Adjournment:

Motion by Herrick, seconded by Nawrocki, to adjourn at 4:14 pm. Motion carried unanimously.

Respectfully submitted,

Mary L. Rogers Blum
Secretary

Next Meeting: Regular Library Board of Trustees
March 5, 2021 at the Town Hall Library at 3:45 pm