

**MINUTES OF OCTOBER 18, 2021 MEETING  
BOARD OF TRUSTEES OF THE TOWN HALL LIBRARY  
TOWN OF MERTON, NORTH LAKE, WISCONSIN**

- I. Call to Order:** The meeting, held at the Town of Merton Town Hall because of construction at the Library, was called to order at 3:45 pm by President Ploch. Attending were Trustees DiPietro, Messenbrink, Nawrocki, Rogers Blum, Stippich, Vidas, and Library Director Iyengar. Trustee Herrick arrived at 3:50 pm.

Larry Stover, a Town of Merton resident, introduced himself as an observer.

**II. Public Input:**

None.

**III. Consent Agenda:**

- a. On Motion by Nawrocki, seconded by Stippich, the Minutes of the September 20, 2021 meeting were unanimously approved.
- b. The Statistics report was accepted as presented.

**IV. Committee Reports:**

- i. Director's Report was accepted as presented.
- ii. Bridges System update was accepted as presented.
- iii. Friends Liaison Rogers Blum reported the Friends are sponsoring a presentation by Wisconsin cookbook author Terese Allen at 6:00 p.m. on November 16, 2021.
- iv. Foundation Liaison Ploch had nothing to report.
- v. Town Board Liaison Herrick reported the Town is expecting a 5% increase in revenue, but final figures are not in yet.

**V. Financial Reports:**

- a. September, 2021 invoices for \$52,336.82 were unanimously approved on Motion by Rogers Blum, seconded by DiPietro.
- b. September, 2021 Petty Cash Report for \$262.46 was approved unanimously on Motion by Rogers Blum, seconded by Vidas.

**VI. Unfinished Business:**

Ploch welcomed new Trustee Messenbrink to the Board.

**VII. New Business:**

- a. Approval of the 2022 Budget was tabled, as the Town does not yet have final figures. Iyengar will work with Town Accountant Kempen when the figures are available.
- b. Approval of staff wage increases was also tabled pending final figures from the Town.
- c. On Motion by Nawrocki, seconded by Ploch, closing of the Library on November 5, 2021 from 1:00 to 4:00 p.m. for a staff In-Service Day was unanimously approved. The Library will be open to the public that day from 9:00 a.m. to 12:00 Noon, and will not reopen for the 4:00 to 5:00 p.m. hour.

**VIII. Convene into Closed Session:**

- a. Motion by Nawrocki, seconded by Ploch to convene into closed session. Roll call by the Secretary: DiPietro, aye; Herrick aye; Messenbrink, aye; Nawrocki aye; Ploch aye; Rogers Blum aye; Stippich aye; Vidas, aye. Closed session pursuant to Wisconsin Statutes Section 19.85(1)(c) in order to discuss performance appraisal of the Library Director. Motion passed unanimously; Iyengar and the observer were asked to leave the meeting. Ploch conducted a review of Iyengar's performance in which all Trustees participated, either in person or in writing.
- b. There being no further business to be addressed in closed session, Motion by Nawrocki, seconded by Ploch, to reconvene into open session. Roll call by the Secretary: DiPietro, aye; Herrick aye; Messenbrink, aye; Nawrocki aye; Ploch aye; Rogers Blum aye; Stippich aye; Vidas, aye. Motion carried unanimously; reconvened into open session.

Motion by DiPietro, seconded by Nawrocki, that at the November 5 In-Service Staff Meeting, a statement regarding the Trustees' support of the Director, as well as proper procedures for staff and patrons to use to submit comments, concerns, or complaints be read to the staff, and copies of such statement be given to all staff. Following discussion, Motion carried unanimously. Stippich offered to prepare a statement for the Board, and Ploch offered to attend the In-Service and read the statement.

**IX. Adjournment:**

There being no further business, Motion by Messenbrink, seconded by Nawrocki, to adjourn. Motion carried unanimously, and the meeting adjourned at 4:55 p.m.

Respectfully submitted,

Mary L. Rogers Blum  
Secretary

Next Meeting: Regular Library Board of Trustees  
November 15, 2021 at the Town Hall Library at 3:45 pm