

**MINUTES OF NOVEMBER 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. Attending were Trustees Cull, Herrick, Messenbrink, Rogers Blum, Stippich, and Library Director Iyengar. Trustee Herrick announced he would have to leave the meeting at 4:15.
- II. Public Input:**
None.
- III. Consent Agenda:**
- a. On Motion by Ploch, seconded by Herrick, the Minutes of the October 18, 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 will present an author talk tomorrow evening, November 16, and encouraged all to attend.
 - iv. Foundation Liaison Ploch reported that the Foundation will contribute \$50,000 toward the front entrance repair and construction.
 - v. Town Board Liaison Herrick reported the Town will have final revenue figures by November 22.
- V. Financial Reports:**
- a. October, 2021 invoices for \$43,959.31 were unanimously approved on Motion by Herrick, seconded by Cull.
 - b. October, 2021 Petty Cash Report for \$100.33 was approved unanimously on Motion by Herrick, seconded by Cull.
- VI. Unfinished Business:**
None.
- VII. New Business:**
- a. On Motion by Stippich, seconded by Rogers Blum and unanimously approved, the President and Secretary were authorized to sign the Member Library and CAFÉ Agreements.
 - b. On Motion by Ploch, seconded by Messenbrink and unanimously approved, Iyengar was authorized to hire a custodian/maintenance employee for ten hours per week, to start work in January, 2022.
 - c. Policy changes relating to employees and the employee handbook were then discussed. It was agreed that Stippich will coordinate with Attorney Mary Heubacher as a study committee to work with Iyengar, and will make recommendations to the Board regarding these issues.

- d. Ploch then announced that health concerns require her to immediately resign as Board President. She will, however, retain her position on the Board as a Trustee. The Secretary was instructed to notify all Board members of the vacancy, and to ask if Board members are interested in assuming the role of President; the Secretary will report back at the regular December meeting. In the meantime, the Vice President will assume the duties of the President.

VIII. Adjournment:

There being no further business, Motion by Rogers Blum, seconded by Ploch, to adjourn. Motion carried unanimously, and the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Mary L. Rogers Blum
Secretary

Next Meeting: Regular Library Board of Trustees
December 20, 2021 at the Town Hall Library at 3:45 pm