

**MINUTES OF DECEMBER 20, 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 3:53 pm by Director Iyengar. Attending in person were Trustees Cull, Mesenbrink, Rogers Blum, and Library Director Iyengar. Trustees DiPietro, Ploch, and Stippich attended virtually. Also present in person as observers were Larry Stover, Town of Merton resident, and Ruth Johnson, Town Hall Library staff member.
- II. Public Input:**  
None.
- III. Consent Agenda:**
- a. On Motion by DiPietro, seconded by Cull, the Minutes of the November 15, 2021 meeting were unanimously approved.
  - b. The Statistics report was unanimously accepted as presented on Motion by Rogers Blum, seconded by DiPietro.
- IV. Committee Reports:**
- i. Director's Report was accepted as presented.
  - ii. Bridges System update was accepted as presented.
  - iii. Friends Liaison: No report.
  - iv. Foundation Liaison: No report.
  - v. Town Board Liaison: No report.
- V. Financial Reports:**
- a. November, 2021 invoices for \$115,441.85 were unanimously approved on Motion by Rogers Blum, seconded by DiPietro, it being noted that \$69,295.50 of the total was a progress payment to Kelly Construction for the entrance door/ramp project.
  - b. The October, 2021 Petty Cash Report for \$105.00 was approved unanimously on Motion by DiPietro, seconded by Cull.
- VI. Unfinished Business:**  
Iyengar reported there have been no applications for the custodial position, which has been advertised. The cleaning service presently being used has agreed to temporarily continue, and will bid on a 2-day a week service beginning January, 2022. Iyengar will continue to seek an employee to fill the position.
- VII. New Business:**
- a. Rogers Blum reported that she had contacted all Trustees to notify them that Ploch has resigned as Board President, and to seek Trustees who would offer to serve as Board President. Cull offered to serve. On Motion by Rogers Blum, seconded by DiPietro, and unanimously approved, Cull will serve as Town Hall Library Trustee President effective immediately.

**NOTE:** *The virtual meeting system failed repeatedly during the meeting; therefore, items b. c. and d. were deferred to the January, 2022 meeting by unanimous vote on Motion by Mesenbrink, seconded by Rogers Blum.*

- b. Mesenbrink and DiPietro offered to serve on an HR Committee if one is formed at the January, 2022 meeting.
- c. Employee policies and employee handbook changes will be discussed in Closed Session in January, 2022. Stippich announced that the employment attorney with whom she has been working is retiring at the end of 2021.
- d. Discussion regarding full time employee work hours and vacation time will be discussed in Closed Session in January, 2022.

**VIII. Adjournment:**

At 4:45 pm, Motion to adjourn made by Rogers Blum, seconded by Mesenbrink, and unanimously approved.

Respectfully submitted,

Mary L Rogers Blum  
Secretary

Next Meeting: Regular Library Board of Trustees  
January 17, 2022 at the Town Hall Library at 3:45 pm