

**MINUTES OF JANUARY 17, 2022 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 3:46 pm by President Cull. Attending in person were Trustees Nawrocki, Rogers Blum, Stippich, Vidas, and Library Director Iyengar.
- II. Public Input:**
None.
- III. Consent Agenda:**
- a. On Motion by Stippich, seconded by Cull, the Minutes of the December 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: No report.
 - iv. Foundation Liaison: Iyengar reported the Foundation has remitted its portion of the front entryway repair costs.
 - v. Town Board Liaison: No report.
- V. Financial Reports:**
- a. December, 2021 invoices for \$51,221.87 were unanimously approved on Motion by Rogers Blum, seconded by Vidas.
 - b. The October, 2021 Petty Cash Report for \$100.55 was approved unanimously on Motion by Rogers Blum, seconded by Vidas.
- VI. Unfinished Business:**
Motion by Stippich, seconded by Vidas, to form a Human Resources Committee consisting of Cull, Messenbrink, and Stippich, to consult on personnel issues. Motion carried unanimously. Iyengar will be an ex-officio member.
- VII. New Business:**
- a. Motion by Vidas, seconded by Stippich and unanimously approved, to hire a Cataloger for 25 hours a week.
 - b. On Motion by Rogers Blum, seconded by Nawrocki, the Resolution Amending the 2021 Adopted Budget of the Town Hall Library was unanimously approved. Cull was authorized to sign the Resolution, Iyengar to attest to the Resolution, and all Trustees present initialed their affirmative votes.
- VIII. Closed Session:**
Motion by Cull, seconded by Vidas to reconvene into closed session pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider employment-related personnel policy/procedures over which the governmental body has jurisdiction or exercises responsibility, Library Board.
- Motion by Stippich, seconded by Rogers Blum and unanimously approved, to extend the meeting time for 15 minutes

- a. The Secretary called the roll on the Motion to convene into closed session: Cull, Aye; Nawrocki, Aye; Rogers Blum, Aye; Stippich, Aye; Vidas, Aye. Motion approved unanimously. Iyengar was invited to remain in the meeting. Employee Handbook and work hours were discussed.
- b. Motion by Nawrocki, seconded by Vidas to reconvene into open session. The Secretary called the roll on the Motion to reconvene into open session: Cull, Aye; Nawrocki, Aye; Rogers Blum, Aye; Stippich, Aye; Vidas, Aye. Motion approved unanimously. The Grievance Procedure and the Anti-Harassment/Discrimination Policy have been approved and will be added to the Town Hall Public Library Employee Handbook. Iyengar will discuss the board's other recommended work changes with the employees at a time of her choosing.

IX. Adjournment:

Motion by Nawrocki, seconded by Stippich, and unanimously approved to adjourn the meeting at 5:12 pm.

Respectfully submitted,

Mary L Rogers Blum
Secretary

Next Meeting: Regular Library Board of Trustees
February 21, 2022 at the Town Hall Library at 3:45 pm