

**MINUTES OF FEBRUARY 21, 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 3:45 pm by President Cull. Also attending in person were Trustees DiPietro, Herrick, Mesenbrink, Nawrocki, Ploch, Rogers Blum, Vidas, and Library Director Iyengar.
- II. Public Input:**  
Rogers Blum reported receiving author program offerings and information on an Arrowhead Students' blood drive. These have been forwarded to Iyengar.
- III. Consent Agenda:**
- a. On Motion by Ploch, seconded by Herrick, the Minutes of the January 2017, 2022 meeting were unanimously approved.
  - b. The Statistics were unanimously approved as presented upon Motion by Ploch, seconded by Cull.
- IV. Committee Reports:**
- i. Director's Report was accepted as presented. The report included notice of a retirement reception on February 28 for Liz Gillett, who will retire after 24 years of exemplary service to the Library.
  - ii. Bridges System update was accepted as presented.
  - iii. Friends Liaison: Rogers Blum reported that the Friends Board has asked the Library Board to actively participate in the silent auction fund raising effort this year at the May Annual Meeting, and she will remind the Trustees each month of this need.
  - iv. Foundation Liaison: Ploch had no report.
  - v. Town Board Liaison: Herrick had no report.
- V. Financial Reports:**
- a. January, 2022 invoices for \$30,545.05 were unanimously approved on Motion by Rogers Blum, seconded by DiPietro. Herrick requested Iyengar to discuss with the Town Clerk the possibility of obtaining a credit card for use by an employee or employees who purchase incidental library supplies.
  - b. The January, 2022 Petty Cash Report for \$84.03 was approved unanimously on Motion by Herrick, seconded by Vidas.
- VI. Unfinished Business:**  
Motion by Cull, seconded by Rogers Blum, to approve the finalized drafts of the Personnel Grievance Procedure Policy and the Personnel Anti-Harassment/Discrimination Policy, and to include them in the Town Hall Library Employee Handbook. Motion carried unanimously.
- VII. New Business:**
- a. Proposals to install a book drop at the front entryway were reviewed. On Motion by DiPietro, seconded by Vidas, and unanimously approved, the proposal from D.J. Kainz and Sons Builders, LLC was accepted.
  - b. On Motion by DiPietro, seconded by Ploch, the President was authorized to sign the Annual Report for the Town Hall Library

**VIII. Adjournment:**

On Motion by Herrick, seconded by Messenbrink, and unanimously approved, the meeting was adjourned at 4:17 pm.

Respectfully submitted,

Mary L Rogers Blum  
Secretary

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