

**MINUTES OF SEPTEMBER 16, 2024 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 were Trustees Boettcher, Dolphin, Herrick, Mesenbrink, Rogers Blum, Ruck, Stover, and Library Director Iyengar.

**II. Public Input:**  
None.

**III. Consent Agenda:**

- a. The Minutes of the August 19, 2024 meeting were unanimously approved on Motion by Cull, seconded by Stover.
- b. The Statistics report was accepted as presented.

**IV. Committee Reports:**

- i. Director's Report was accepted as presented, including:
  - Summer statistics were similar to last year; the Bridges Travel Adventure program brought nearly 400 people to the library; some quoted us as their favorite library.
  - Fall programs have begun; yoga is back by popular demand.
  - A Staff Education Day will feature Internal Customer Service and Telephone Skills.

At approximately 3:58 p.m., during the director's report, library patron Barbara Carrera joined the meeting. She was advised that she would be welcome to listen to the proceedings, but that she could not speak, since the Public Input portion of the agenda had opened and closed.

- ii. Bridges Library System:
  - A Trustee Appreciation event will be held on October 17 at the Brookfield library. Email invitations will be sent. Iyengar encouraged the trustees to attend if possible.
- iii. Friends Liaison:
  - The Friends will hold a used book sale during North Lake's Harvest Fest on September 21. They will have books for sale in the front parking lot, in the McBroom room, and in the marketplace in the park.
- iv. Foundation Liaison: No report.
- v. Town Board Liaison:
  - The town treasurer will coordinate with the library's director on the library budget.
- vi. School Board Liaison:
  - School administration will work with the library director and the president of the trustees to coordinate activities for the school's 110<sup>th</sup> anniversary. Tee shirts will be ordered for the trustees.

**V. Financial Reports:**

- a. August, 2024 invoices for \$44,427.20 were unanimously approved on Motion by Mesenbrink, seconded by Boettcher.
- b. August, 2024 Petty Cash Report for \$92.40 was approved unanimously on Motion by Rogers Blum, seconded by Boettcher.

**V. Unfinished Business:**

None.

**VI. New Business:**

- a. Quotes were presented from two flooring companies regarding replacement flooring in the children's area. After discussion, it was agreed to use vinyl flooring replacement rather than carpet. One of the quotes combined the two methods. The director will contact the company to ask that the quotes be separated by type of flooring, and, because replacement is needed quickly, the director will send the separated quotes to the trustees via email so that a choice can be made in a timely manner.
- b. Motion by Rogers Blum, seconded by Dolphin, to close the library on October 18, 2024, from 9:00 a.m. to 1:00 p.m. for Staff Education. Notices will be posted in advance for patrons. Motion carried unanimously.
- c. Discussion was held regarding interest income on funds held in library accounts. A copy of a town ordinance, unnumbered and not dated or signed, was distributed to the trustees. Discussion was held on how library funds earn interest; the director will ask the town accountant for clarification and will report to the trustees at a future date.
- d. Budget was next discussed; revenues will be some \$18,000 less than anticipated; the director has revised the budget, eliminating and reducing expenses where possible. Motion by Rogers Blum, seconded by Cull to approve the Projected 2025 Budget. Motion carried unanimously. Herrick stated the town may be able to help with items eliminated from the budget, such as painting. He will look into this possibility and report back to this board.

**VII. Adjournment:**

There being no further business, the meeting adjourned at 4:49 p.m. on Motion by Ruck, seconded by Dolphin and unanimously approved.

Respectfully submitted,

Mary L. Rogers Blum  
Secretary

Next Meeting: Regular Library Board of Trustees  
October 21, 2024 at the Town Hall Library at 3:45 pm

