

**MINUTES OF OCTOBER 21, 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 Dolphin, Herrick, Mesenbrink, Rogers Blum, Ruck, Stover, and Library Director Iyengar.
- II. Public Input:**  
Iyengar read a letter from Barbara Carrera thanking the Board for courtesies extended to her at the September meeting. The letter referred to the meeting as a closed meeting; Iyengar will contact her to explain that our Board meetings are open meetings.
- III. Consent Agenda:**
- a. The Minutes of the September 16, 2024 meeting were unanimously approved on Motion by Cull, seconded by Herrick.
  - b. The Statistics report was accepted as presented. Mesenbrink asked Iyengar to provide prior years statistics for comparison. Iyengar will forward them to the Trustees and will make them a part of future reports.
- IV. Committee Reports:**
- i. Director's Report was accepted as presented, including:
    - Harvest Fest was a great success, with many people visiting the library booth, our float was in the parade, and the Friends held a used book sale both outdoors and in the library.
    - Fall programs continue; many are planned for Halloween.
    - Staff Education Day focused on internal customer service and was well received.
    - Iyengar has completed 15 hours of continuing education.
    - Collaboration with North Lake School in planning events around its 110<sup>th</sup> Anniversary continue. November 11 Veterans Day events will include a video of the war memorial in North Lake's Firemen's Park which was found and digitalized by the library, and which will be shown in the library as part of the event.
    - The office manager has created some excellent marketing videos which are on social media and the web site
    - Foundation work is needed on building foundation cracks which are causing leaks. The remodeling by MSI a number of years ago continues to be a problem. There is urgency because the work should be done before winter to prevent further deterioration.
  - ii. Bridges Library System:
    - Thank you cards from Bridges were given to the Trustees. The Trustee Appreciation event was a success.
  - iii. Friends Liaison:
    - The used book sale held during Harvest Fest was very successful; a cookie sale is being planned for the first Saturday in December.
  - iv. Foundation Liaison:
    - Iyengar reported the Foundation met in September. They are searching for a liaison to the Library Board, as Ploch is no longer able to serve.
  - v. Town Board Liaison:
    - The town is very busy planning for the November election.

vi. School Board Liaison:

- 110<sup>th</sup> Anniversary commemorative t-shirts were given to the trustees.
- There are many events in planning for the anniversary.
- It's great to see that the Library is a popular after school destination; they are using the collection as well as study and meeting areas, and in good weather studying and snacking on the library grounds.

**V. Financial Reports:**

- a. August, 2024 invoices for \$51,481.78 were unanimously approved on Motion by Cull, seconded by Stover.
- b. August, 2024 Petty Cash Report for \$112.00 was approved unanimously on Motion by Cull, seconded by Stover.

**V. Unfinished Business:**

- a. Discussion on interest income in Funds Balance account. Motion by Herrick, seconded by Cull and unanimously approved to keep \$25,000 of the Funds Balance liquid and to authorize Iyengar to ask the Town Treasurer to invest the rest in an 8-month Certificate of Deposit with Bank Five Nine. Motion approved unanimously.

**VI. New Business:**

- a. Motion by Rogers Blum, seconded by Dolphin, to close the library at 5:00 pm on Wednesday, November 27. Motion carried unanimously.
- b. Quotes were presented from four contractors for the building foundation repair work. After discussion, Motion made by Rogers Blum, seconded by Cull and unanimously approved to accept the \$9,450 quote from JJB Home for the work. Iyengar will ask if they offer a warranty on their work. Herrick will check with the Town to determine if a building permit is required; he will take a copy of the quote to the Town, and he will also check with the Town to determine if they will fund any portion of the repairs, since the Town owns the library building.

Motion by Cull, seconded by Rogers Blum, to extend the meeting until 5:20 pm; motion carried unanimously.

- c. After discussion, Motion by Cull, seconded by Herrick and unanimously approved, to accept the revised Projected Budget for 2025.

Iyengar gave copies of staff hours and wages which had been requested; discussion ensued about library hours. No changes recommended at this time.

**VII. Adjournment:**

There being no further business, the meeting adjourned at 5:15 p.m. on Motion by Cull, 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

