

**MINUTES OF NOVEMBER 18, 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, Rogers Blum, Ruck, and Library Director Iyengar.
- II. Public Input:**
None.
- III. Consent Agenda:**
- a. The Minutes of the October 21 2024 meeting were unanimously approved on Motion by Cull, seconded by Boettcher.
 - b. The Statistics report was accepted as presented. Iyengar noted the statistics had increased by twelve per cent in circulation, and eight per cent in library visits, and she is pleased with the upward trend. The directors expressed appreciation for the new comparative chart of current statistics with the prior year.
- IV. Committee Reports:**
- i. Director's Report was accepted as presented, including:
 - October programs were well attended and successful, including a joint program with North Lake School commemorating Veterans Day, although patrons were unable to visit the library after the program at the school because of a power outage by WEnergies.
 - The building foundation repairs have been completed.
 - The Adult Services Librarian/Cataloger will be returning to school to study for her Master's degree, and has resigned from the position, but will continue to work for the library as a 20-hour-a- week cataloger.
 - ii. Bridges Library System:
 - A library Friends meeting was held in Oconomowoc; Iyengar reported our library's Friends group is the oldest in the state!
 - iii. Friends Liaison:
 - A cookie sale is planned for December 7. Persons who wish to contribute cookies should drop them at the library by 1:00 pm on December 6. Rogers Blum asked the Trustees to contribute if possible, and to register their donations online.
 - iv. Foundation Liaison:
 - Iyengar reported the Foundation is still trying to find a liaison to serve with this board, but she receives Foundation information from its President, Mary Lou McBroom.
 - v. Town Board Liaison:
 - Herrick reported the Town may be able to help with marking the library's parking stalls this year.
 - vi. School Board Liaison:
 - The possibility of collaborating on child and adult gaming is being studied.
 - The school Director is appreciative of the accommodations at the library for students after school.
 - A Memory Café group attended a school concert rehearsal, which was appreciated by the attendees and the musicians.

V. Financial Reports:

- a. October, 2024 invoices for \$71,526.71 were unanimously approved on Motion by Rogers Blum, seconded by Boettcher.
- b. October, 2024 Petty Cash Report for \$197.00 was approved unanimously on Motion by Rogers Blum, seconded by Boettcher.

VI. Unfinished Business:

None.

VII. New Business:

- a. Motion by Cull, seconded by Boettcher, to close the library at 5:00 pm on Monday, December 23, and on Thursday, December 26. Motion carried unanimously.
- b. A list of 2025 Holidays on which the library will be closed was presented by Iyengar, and unanimously approved on Motion by Cull, seconded by Boettcher.
- c. Motion by Boettcher, seconded by Cull and unanimously approved, to post a position for Adult Services Librarian for 30 hours a week.
- d. A bid for electronic signage from Milwaukee Sign Company for \$7,661.71 was reviewed and approved on Motion by Cull, seconded by Rogers Blum and unanimously approved. Iyengar stated the Foundation has agreed to provide funds for the sign.
- e. Iyengar made an electronic report of her Smart Goals for the year, all of which she has achieved.

V. Adjournment:

There being no further business, the meeting adjourned at 4:55p.m. on Motion by Boettcher, seconded by Rogers Blum and unanimously approved.

Respectfully submitted,

Mary L. Rogers Blum
Secretary

Next Meeting: Regular Library Board of Trustees
December 16, 2024 at the Town Hall Library at 3:45 pm

