

**MINUTES OF DECEMBER 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:**
Iyengar reported patron Christine Kaye stopped in her office, was very complimentary about the library, its employees and administration, and gave a \$3,000 unrestricted donation to the library.
- III. Consent Agenda:**
- a. The Minutes of the November 18, 2024 meeting were unanimously approved (to include removal of an extra word in the Director's report section) on Motion by Cull, seconded by Boettcher.
 - b. The Statistics report was accepted as presented.
- IV. Committee Reports:**
- i. Director's Report:
 - An events calendar has been launched on the website, and should be a great improvement for patrons to register for events.
 - Makerspace and several other programs have been popular.
 - Additional building foundation repairs have been completed.
 - Staff performance evaluations have been completed, and most have completed their SMART goals.
 - A giving tree for the benefit of Lake Country Caring has been placed at the rear entrance, and will be up until the end of January, 2025.
 - Several application for adult services librarian have been received, and interviews will be scheduled.
 - ii. Bridges Library System:
 - A web conference will be held January 22-23, 2024; Iyengar and some staff members will attend.
 - iii. Friends Liaison:
 - A first effort cookie sale raised nearly \$600. Rogers Blum thanked the trustees, staff, and school employees for their donations. There was no December meeting, but the board will meet in January. An unrestricted \$500 grant was received from the McGinnis Charitable Fund.
 - iv. Foundation Liaison:
 - Iyengar reported Foundation President Mary Lou McBroom gave Iyengar a check to fund the new electronic sign. Installation will begin when the building permit is received from the Town.
 - v. Town Board Liaison:
 - Herrick had nothing to report.
 - vi. School Board Liaison:
 - Ruck reported that the school's director is interested in collaborating with the library on future memory cafes and birthday card programs.

V. Financial Reports:

- a. November, 2024 invoices for \$74,911.65 were unanimously approved on Motion by Rogers Blum, seconded by Boettcher.
- b. November, 2024 Petty Cash Report for \$56.00 was approved unanimously on Motion by Rogers Blum, seconded by Mesenbrink.

VI. Unfinished Business:

None.

VII. New Business:

- a. The company that completed the foundation repair work reported there is mold on some drywall in the lower level, and presented a bid to perform the remediation. After discussion, Motion by Cull, seconded by Stover and unanimously approved, to table the matter until the Town Clerk can contact the insurance company, as there may have been some incomplete work by a prior contractor, and for Iyengar to obtain at least two more bids for the work, and to have the custodian cover the area with a special paint to temporarily keep the mold from spreading.
- b. Motion by Rogers Blum, seconded by Dolphin and unanimously approved, to reschedule the January meeting to January 27, 2025.

VIII. Convene in Closed Session:

- A. Pursuant to Wisconsin Statutes Section 19.85(1)(c) Performance review of the library director, employment has jurisdiction or exercises responsibility, Board President Cull directed the Secretary to call the roll:

Boettcher: aye Cull: aye Dolphin: aye Herrick: aye Mesenbrink: aye

Rogers Blum: aye Ruck: aye Stover: aye

Iyengar and Herrick then left the meeting.

Cull presented evaluations by the trustees and staff members. After discussion, it was agreed that Cull would perform the performance review with the director at a mutually agreeable time.

- B. Reconvene in Open Session:

Boettcher: aye Cull: aye Dolphin: aye Mesenbrink: aye Rogers Blum: aye

Ruck: aye Stover: aye

Iyengar rejoined the meeting.

IX. Adjournment:

There being no further business, the meeting adjourned at 4:57 pm 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
January 27, 2025 at the Town Hall Library at 3:45 pm

