

**CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, NOVEMBER 20, 2024 MINUTES
REGULAR MEETING COMMUNITY ROOM 4:00 PM**

I. Opening

- 1. Call to order and roll call -**
- 2. Correspondence -** Thank you note to staff for monetary donation to Haven, Inc., made possible through Friday Blue Jean Day Incentive. Thank you for note from Patron Rita for tech assistance from library staff. No further correspondence to present.
- 3. Public comment -** No pulic comment.

II. Consent Items

- 1. Minutes of regular meeting on October 16, 0224 -** A. Huftel/B. Rothlisberg/C to approve the Minutes of the regular meeting of October 16, 2024. No further discussion.
- 2. Vouchers of October 2024 -** C. Grunenwald/D. Dalksy/C to approve the Vouchers for October 2024. No further discussion.
- 3. Unaudited Monthly Income & Expense Report for October 2024 -** A. Huftel/R. Martinovici/C to approve the Unaudited Monthly Revenue & Expense Report for October 2024. No further discussion.
- 4. Monthly Statistical Report for October 2024 -** D. Dalsky/R. Martinovici/C to approve the Monthly Statistical Report for October 2024. No further discussion.

III. Reports/Discussion Items/Action Items

- 1. Action Item: Review and approve General Objectives Policy -** A. Huftel/B. Rothlisberg/C to approve the General Objectives Policy as revised to reflect the correct approved date of 11/20/24. Noted that the approved date was incorrect and should be corrected to reflect the correct date of 11/20/24. No further discussion.
- 2. Discussion Item: Strategic Goals & Actions Steps #1 Review -** Review with no discussion.
- 3. Discussion Item: Wisconsin Trustee Essential #18: Library Board Appointments and Composition -** Review with no discussion.

IV. Library Director's Report L. Ollhoff directed Board members to her written report and provided additional highlights to include the following: Holiday events at the library, including the Gingerbread House Build for Youth and Adult Services, holiday music with Mary Ament, and Family Storytime continues with great

participation; 25th Anniversary for the Wisconsin Valley Library Service (WVLS) V-CAT System and T.B. Scott Free Library's involvement in the process in 1999; WVLS Director Marla Sepnafski is always available to speak with Board members and other key stakeholders in the Library: Friends of the Library Book Sale was a huge success with the return of booksellers purchasing a fair share of what was on display for purchase; Wisconsin Library Association Conference attendance and the great opportunities that were offered for professional development, improved library services, and networking; Staff Development Day that was a great success and appreciated by the library team as the presenter, Rachel Arndt, kept everyone engaged with the material presented; library staffing changes continue as we seek to hire a new part-time custodian and replace the library cataloger, Faith Martinson, who will be retiring in January 2025. Highlighted potential library project to include inventory equipment/system and library patron counter. Highlighted upcoming Youth Services Renovation to begin the end of January with a target date of 5/31/2025 for completion. An Open House will be held in the Fall of 2025 after all furnishings are received and in place.

V. President's Remarks M. Geisler thanked everyone for attending the meeting. No further comments.

VI. Date and Time of Next Meeting

1. **Wednesday, December 18, 2024, @4PM in the Library Community Room**

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VII. Adjournment R. Martinovici/A. Huftel/C to adjourn the meeting at 4:15PM.