CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, APRIL 16, 2025 MINUTES
REGULAR MEETING COMMUNITY ROOM 4:00 PM

I. Opening

1. **Call to order and roll call -** M. Geisler called the meeting order at 4PM. Present: K. Breitenmoser, D. Dalsky, C. Grunenwald, A. Huftel, R. Martinovici, E. McCrank, B. Rothlisberg, M. Weix. Also present were L. Ollhoff, A. Bennett, and camera operator.

2. **Correspondence -** Correspondence was received from Lincoln County Humane Society thanking the library staff for their monetary donation and two anonymous library visitors thank you notes to staff complimenting them on their kind demeanor and the welcoming environment. No further discussion.

3. **Public comment -** No public comment.

II. Consent Items

1. **Minutes of regular meeting on March 19, 2025 -** K. Breitenmoser/R. Martinovici/C to approve the Miinutes of the regular meeting on March 19, 2025. No discussion.

2. **Vouchers for March 2025 -** A. Huftel/B. Rothlisberg/C to approve the Vouchers for March 2025. No discussion.

3. **Unaudited Monthly Income & Expense Report for March 2025 -** E. McCrank/R. Martinovici/C to approve the Unaudited Monthly Income & Expense Report for March 2025. E. McCrank inquired about the year-to-date amount in Office Supplies and why it was at the percentage level it currently displayed. A. Bennett explained that there was a one-time purchase of book label material required for the new shelving arrangement in Youth Services that is to take place later this year. No further discussion.

4. **Monthly Statistical Report for March 2025 -** E. McCrank/A. Huftel/C to approve the Monthly Statistical Report for March 2025. E. McCrank addressed data indicating that material usage by patrons outside the county has gone up and data related to Fiction check out has also increased, as well as, game check out. No further discussion.

III. Reports/Discussion Items/Action Items

1. **Discussion Item: Zander Trust Agreement Update -** Discussion Item: M. Geisler provided a status report and informed the Board that the Trust Agreement has been reviewed and signed. L. Ollhoff stated that a signed copy of the Trust Agreement will be on file at the Library. L. Ollhoff also indicated that a signed copy will be sent to the City for their records and a follow-up discussion will occur with the Finance Director to clean up their

records referencing the Zander Trust to be in line with the auditor's request. No further discussion.

2. **Discussion Item: Strategic Goals & Action Steps #1 Review -** M. Geisler directed the Board members to review. No discussion.

3. **Discussion Item: Wisconsin Trustee Essential #23: Dealing with Challenges to Materials and Policies -** M. Geisler directed the Board members to review. E. McCrank mentioned that the Board policy had been recently updated. No further discussion.

IV. Library Director's Report L. Ollhoff directed Board members to the written report and highlighted the following: Chad Lewis is a popular presenter and his most recent presentation brought in 60 attendees; his presentations are always well-attended as people enjoy all things bizarre. The Executive Order affecting the Institute of Museum and Library Services (IMLS) has the library system in a holding pattern; we will continue to monitor and update the Board as communication continues at the federal, state, and local level. A mention of the Wisconsin Valley Library Service (WVLS) Director's Report included in the packet. E. McCrank inquired as to who the T.B. Scott Free Library representative will be. L. Ollhoff informed the Board that it would be Kate Morris. That appointment will hopefully take place at the May meeting for WVLS. Friends of the Library Book Sale has been scheduled for May 8 - May 10. Quick update of Youth Services renovation project. Staff report to include a mention of Kay Andrew's retirement and low-key celebration. The patron gate for the RFID system will be installed on Wednesday, April 30. Highlight of new Library newsletter, The Scott Pages, was addressed. M. Weix followed up with a question about the Library' budget and how much it relies upon the funding that comes through IMLS. L. Ollhoff provided a brief summary and indicated she would follow up with more information as needed or as it is relayed to the Library system. L. Ollhoff indicated that if funding is cut drastically, there will be a void in support at the state level as many of the consultants are funded through IMLS grants to the state/library system. No further discussion.

V. President's Remarks M. Geisler thanked everyone for attending.

VI. Date and Time of Next Meeting

1. **May 21, 2025, @4PM in the Library Community Room -**

VII. Adjournment R. Martinovici/K. Breitenmoser/C to adjourn at 4:16 pm.