



# CITY OF MERRILL

## LIBRARY BOARD

AGENDA • WEDNESDAY, JULY 16, 2025

**Regular Meeting**

**Community Room**

**4:00 PM**

### **I. Opening**

1. Call to order and roll call
2. Correspondence
3. Public Comment

### **II. Consent Items**

1. Minutes of regular meeting on May 21, 2025.
2. Vouchers for May & June 2025
3. Unaudited Monthly Income & Expense Reports for May & June 2025
4. Monthly Statistical Reports for May & June 2025

### **III. Reports/Discussion Items/Action Items**

1. Action Item: Review and approve 2026 Library Budget
2. Action Item: Review and approve 2026 Library Closure Dates/Holiday Hours
3. Action Item: Review and approve payment from the Library Endowment Fund for the Project Invoice from JAS Construction related to the previously approved contract for construction work -- Youth Services Renovation Project.
4. Action Item: Review and approve payment from the Library Endowment Fund for the Invoice for Filing of Tax Form for the Endowment Fund
5. Action Item: Review and approve the Personnel Policy
6. Action Item: Discuss and approve Library Administration Team request to close for a period of one week for the purpose of electronically tagging all items in the library collection and conversion to the Tech Logic RFID Circulation, Collection, and Inventory Management System. The specific week is yet to be determined
7. Discussion Item: Discuss the naming of the new Youth Services Activity Room/Meeting Room.
8. Discussion Item: Strategic Goals & Action Steps #3 & 4
9. Discussion Item: Wisconsin Trustee Essential #25 - Liability Issues

### **IV. Library Director's Report**

### **V. President's Remarks**

### **VI. Date and Time of Next Meeting**

Wednesday, August 20, 2025, @4PM in the Community Room

### **VII. Adjournment**

Please call the library (715-536-7191) by noon on Wednesday if you are unable to attend.

The Library is accessible to the physically disadvantaged. If special accommodation is needed, please contact the library at the number listed above.

*Our Mission: Serving the Merrill area through traditional and innovative services, T.B. Scott Free Library connects people to their community and the world, promotes literacy and civic engagement, encourages and supports life-long learning, ensures free and open access to ideas, and provides opportunities for recreation.*