

T. B. Scott Free Library · Board of Trustees
Minutes of the regular meeting, November 17th, 2021

Opening

President Mike Geisler called the regular meeting of the Board of Trustees to order at 4:02 p.m. in the Library Community Room. Present: Audrey Huftel, Ryan Martinovici, Katie Breitenmoser, Richard Mamer, Tim Meehean, and Paul Gilk. Excused: Darcy Dalsky and Jim Wedemeyer. Also present: Jessica Zellers, Laurie Ollhoff, Andrea Bennett, and camera operator.

The Board reviewed a letter from Haven thanking library staff for their recent donation. There was no public comment.

Consent items

T. Meehean/R. Mamer/C to approve the minutes of the regular meeting of October 20, 2021.

T. Meehean/A. Huftel/C to accept the monthly Revenue and Expense Report for October.

Reports/discussion items/action items

- A. Nominating Committee.** M. Geisler nominated T. Meehean to prepare a slate of officers for presentation to the Board at the January meeting.
- B. Appointments to Building and Grounds.** M. Geisler appointed J. Wedemeyer to Chair and K. Breitenmoser as the second member of the Building and Grounds committee.
- C. Policy: Fines and Fees.** T. Meehean proposed amending the heading on the policy, presented as “Library Cards,” to “Library Cards and Replacements.” A. Huftel/P. Gilk/C to accept the amended policy.
- D. Strategic Plan Progress: Goal #4.** J. Zellers provided updates to Goal #4. Andrea Bennett, Youth Services Librarian, spoke about goal 4.4 (Objective: Support area schools in provided resources for teachers and students; Measure: Collaborated with MAPS to expend \$1,000 annually on collections that support their curriculum). She collaborates with staff at the middle school to collect materials to support the MAPS curriculum. T. Meehean suggested writing up guidelines on purchasing books, to be presented to the Board in a future meeting packet.
- E. Wisconsin Trustee Essential #13:** Library advocacy. J. Zellers provided copies of Trustee Essential #13.

Library director’s report

- There’s a story walk outside the library, this week only, perfect for preschoolers and their caregivers.
- WVLS:
 - Leah Giordano is the new director at Marathon County Public Library. Laurie Ollhoff reported that MCPL withdrawal is on hold for at least a year and not yet certain.
 - The Aspen improvements to the library catalog are coming early next year.
- The Friends of the Library may be able to volunteer to help with outreach while the Outreach Librarian is on extended leave.
- Two employees are on extended leave. We are doing our best to not cut back hours, though some services will be impacted.

- The City of Merrill recently made changes to vacation, sick leave, and longevity that are more generous to employees.
 - The Board will review the library's leave policy at the December meeting next month.
- In keeping with these changes, and prompted by two employees on leave, J. Zellers asked the City to consider removing the cap on the number of vacation hours each employee may donate to a colleague (currently capped at 8). Instead, the employee receiving the donation could receive up to 12 weeks of donated leave.
 - The Board will consider this policy at next month's meeting.
 - J. Zellers will investigate the financial impact of donated leave.
- The city is discussing flexible scheduling for employees. Things are still very much in the discussion stage.
- The new Gift Books process (formerly known as Memorial Books) is in place and going well.
- Covid: J. Zellers does not anticipate relaxing Covid restrictions until local conditions drop to Medium Activity. However, we are no longer staffing the mask station by the door. Our regular patrons know to wear masks.

President's remarks

- M. Geisler wished us all a Happy Thanksgiving.

Adjournment

R. Martinovici/A. Huftel/C moved to adjourn the meeting at 4:32 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on December 15th, 2021, at 4:00 p.m. in the Library Community Room.

Jessica Zellers, Secretary