

**CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, OCTOBER 15, 2025 MINUTES
REGULAR MEETING COMMUNITY ROOM 4:00 PM**

I. Opening

- 1. Call to order and roll call** - M. Geisler called the meeting to order at 4PM. Present: K. Breitenmoser, A. Huftel, R. Martinovici, E. McCrank, B. Rothlisberg, Excused: D. Dalsky. Absent: C. Grunenwald, M. Weix. Also present were: L. Ollhoff, A. Bennett, 4:08PM - Brendan Blystone, community member.
- 2. Correspondence** - L. Ollhoff presented several thank you notes from library patrons praising staff and showing appreciation for library programming. No further correspondence.
- 3. Public Comment** - No public comment.

II. Consent Items

- 1. Minutes of regular meeting on September 17, 2025** - K. Breitenmoser/E. McCrank/C to approve the Minutes of the regular meeting on September 17, 2025. No discussion.
- 2. Vouchers for September 2025** - A. Huftel/K. Breitenmoser/C to approve the Vouchers for September 2025. No discussion.
- 3. Unaudited Monthly Income & Expense Report for September 2025** - E. McCrank/A. Huftel/C to approve the Unaudited Monthly Income & Expense Report for September 2025. E. McCrank commented on the increase of the electricity bill. No further discussion.
- 4. Monthly Statistical Report for September 2025** - E. McCrank/R. Martinovici/C to approve the Monthly Statistical Report for September 2025. E. McCrank commented on the Genealogy Room statistics. Questioned Genealogy Room setup. L. Ollhoff will meet with S. Karow and P. LaMontagne to confirm they are comfortable with the setup. E. McCrank further commented on use of the new Activity Room and use of other rooms. No discussion.

III. Reports/Discussion Items/Action Items

- 1. Action Item: Review and approve the Services of the Library Policy** - B. Rothlisberg/R. Martinovici/C to approve the Services of the Library Policy. M. Geisler noted minor changes. No further discussion.
- 2. Action Item: Review and approve the Sexual Harassment Policy** - A. Huftel/E. McCrank/C to approve the Secual Harassment Policy. L. Ollhoff noted there were no changes. No further discussion.

3. **Discussion Item: Strategic Goals & Action Steps #2** - L. Ollhoff presented documentation. No discussion.
 4. **Discussion Item: Wisconsin Trustee Essential Addendum** - L. Ollhoff presented documentation. No discussion.
- IV. Library Director's Report** L. Ollhoff presented the report with the following highlights: Began with program highlights to include the Library Open House; K. Morris, WVLS Board representative on Library Board, will end her term in December and will not be able to return for unforeseen reasons; will work with WVLS to find a replacement to begin in January 2026; Library/ADRC collaborative project to develop a 60+ Senior Dining Site that will be held the 2nd Wednesday of the month that began in October-great outreach with focused programming opportunities; RFID project is near its end and the library will tentatively go live with the security system on Tuesday, November 4; preparing for upcoming Staff Development Day focusing on neurodiversity in the workplace and libraries; L. Ollhoff, and E. Gelhausen will be attending the Wisconsin Library Association Conference the last week of October -- reports to be made to the Board after our attendance; L. Ollhoff will be participating in the Wisconsin Library Association Leadership Institute that runs over a period of six months to include in-person and virtual workshop attendance. One additional item of significance is our major book vendor, Baker & Taylor, announced they are closing at the end of December 2025. It is a big hit nationwide. We were experiencing some issues and knew something was up so we have been evaluating other book vendors and have set up accounts to continue ordering — patrons may see a lag in new titles, but we are working hard to purchase new books for the shelves. Nothing further to report.
- V. President's Remarks** M. Geisler thanked everyone for attending the meeting. Nothing further to report.
- VI. Date and Time of Next Meeting** Wednesday, November 19, 2025, @4PM.
- VII. Adjournment** R. Martinovici/K. Breitenmoser/C to adjourn at 4:32PM.