

**CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, NOVEMBER 19, 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: C. Grunenwald, A. Huftel, R. Martinovici, E. McCrank, B. Rothlisberg, M. Weix. Excused: K. Breitenmoser, E. McCrank. Also present were: L. Ollhoff, A. Bennett, Todd Osnes-community member, 4:08PM - Brendan Blystone-community member.
- 2. Correspondence** - No correspondence.
- 3. Public Comment** - No public comment.

II. Consent Items

- 1. Minutes of regular meeting on October 15, 2025.** - A. Huftel/R. Martinovici/C to approve the Minutes of the regular meeting on October 15, 2025. No discussion.
- 2. Vouchers for October 2025** - R. Martinovici/A. Huftel/C to approve the Vouchers for October 2025. No discussion.
- 3. Unaudited Monthly Income & Expense Report for October 2025** - A. Huftel/C. Grunenwald/C to approve the Unaudited Monthly Income & Expense Report for October 2025. No discussion.
- 4. Monthly Statistical Report for October 2025** - R. Martinovici/M. Weix/C to approve the Monthly Statistical Report for October 2025. M. Geisler commented on the room use numbers for the new Youth Services Activity/Meeting Room. L. Ollhoff elaborated on the room use and the demand for such a space. C. Grunenwald asked for clarification of the 85% increase. That increase is reflective of room use for meetings and other various other activities. That number does not include class visits. No further discussion.

III. Reports/Discussion Items/Action Items

- 1. Action Item: Approve Revised 2026 Library Budget** - C. Grunenwald/A. Huftel/C to approve the revised 2026 Library Budget. L. Ollhoff provided an explanation for the revision as it related to a slight reduction in Salary and Benefit costs. M. Weix asked for clarification on the percentage and dollar amount of the budget that is provided by the City of Merrill. L. Ollhoff explained how the city and county funding percentages are calculated, based upon circulation by city and county residents. The calculation is based upon a three-year average of patron circulation by city residents and non-city/county residents. L. Ollhoff referred to the Budget Request document included in the board meeting packet. No further discussion.

2. **Action Item: Approve Amended 2026 Budget - Library Closure Dates.Holiday List** - R. Martinovici/B. Rothlisberg/C to approve the amended 2026 Budget - Library Closure Dates.Holiday List. L. Ollhoff explained the addition of the Saturday, December 26, 2026, as it was an oversight in the previously approved listing. A. Huftel confirmed that this was aligned with past practice. L. Ollhoff confirmed. No further discussion.
3. **Discussion & Possible Action: Resignation of Darcy Dalsky & Todd Osness Appointment Recommendation** - M. Geisler provided background information related to the position vacancy on the Board. T. Osness, who was in attendance at the meeting, was introduced by M. Geisler. Informal introductions were made. Further discussion related to the position of Financial Secretary and Endowment Fund appointee and related action will be tabled to December's Board meeting. No further discussion.
4. **Discussion Item: "Name That Room" Campaign Review & Next Steps** - M. Geisler explained that the Board had not received any donation commitments related to the naming of the Youth Services Activity/Meeting Room space. As a result, the room will simply be named the Youth Services Activity Room. B. Rothlisberg suggested "The Pioneer Room." It's generic enough while highlighting what the library's young visitors to the space are doing while they are here, learning and exploring, which is the definition of a pioneer. Discussed next steps. Discussion continued with A. Bennett and B. Rothlisberg. The naming of the room will be added as an action time to December's meeting agenda. No further discussion.
5. **Discussion Item: Strategic Goals & Action Steps #3** - L. Ollhoff provided a brief review. No discussion.
6. **Discussion Item: Wisconsin Trustee Essential #1 - The Trustee Job Description** - M. Geisler presented. No discussion.

IV. **Library Director's Report** L. Ollhoff highlighted the following from the written report: Library Open House scheduled for Thursday, November 20, to celebrate the year's accomplishment — activity room completion, new collection security system, and the fantastic support and hard work of library staff. WVLS new board member appointment as of January 1, 2026, who most likely will be Jill Indrebo, as the recommended candidate to the Lincoln County Administration. Friends of the Library Book Sale went well. Very exciting and unexpected news that the Library will be receiving a \$10,000 gift from the Carnegie Foundation of New York as a continuing Carnegie Library in honor of the 250th Anniversary of the United States. The gift distribution is to take place sometime in January 2026 with no specific requirements related to the expenditure of the gift only that it benefit the patrons of the library and community members. M. Weix asked for some clarification on the requirements. L. Ollhoff provided the additional information related to how the money was designated for distribution. L. Ollhoff provided further explanation of RFID volunteer recognition and the documentation that is available for review. The "Thank You" gifts will be delivered to the volunteers over the next couple of weeks.

Shared follow-up information regarding the "Gather at the Table" dining collaboration with the ADRC, which is going quite well. L. Ollhoff provided information related to the new Food Drive and Mini Food Pantry that the Library will now provide; it is a service that other libraries provide, as well, and it is a good community service the library can adequately provide. No further discussion.

V. President's Remarks M. Geisler thanked everyone for their time and attendance. No further discussion.

VI. Date and Time of Next Meeting December 17, 2025, @4PM, in the Community Room.

VII. Adjournment A. Huftel/M. Weix/C to adjourn at 4:25PM.