

**CITY OF MERRILL  
LIBRARY BOARD  
WEDNESDAY, DECEMBER 17, 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, C. Grunenwald, A. Huftel, E. McCrank, T. Osness, B. Rothlisberg. Absent: R. Martinovici, M. Weix. Also present were: L. Ollhoff, M. Pregler, S. Osness, R. Akey, E. Ley.
- 2. Correspondence** - Two items: Thank you from the United Way and the Boys & Girls Club. No further correspondence.
- 3. Public Comment** - No public comment.

**II. Consent Items**

- 1. Minutes of regular meeting on November 19, 2025.** - A. Huftel/K. Breitenmoser/C to approve the Minutes of the regular meeting on November 19, 2025. No discussion.
- 2. Vouchers for November 2025** - E. McCrank/C. Grunenwald/C to approve the Vouchers for November 2025. E. McCrank inquired about the change in book distribution vendors and whether there would be any further vouchers from the vendor that had closed. L. Ollhoff confirmed that there would be no further vouchers. No further discussion.
- 3. Unaudited Monthly Income & Expense Report for November 2025** - K. Breitenmoser/C. Grunenwald/C to approve the Unaudited Monthly Income & Expense Report for November 2025. E. McCrank commented on the gas and electricity account balance and whether there were items of concern since these items are slightly over-budget. L. Ollhoff responded with no other over-budget concerns at this time. No further discussion.
- 4. Monthly Statistical Report for November 2025** - E. McCrank/ B. Rothlisberg/C to place the Monthly Statistical Report for November 2025 on file. E. McCrank commented on certain elevated numbers. L. Ollhoff confirmed the increase was most likely related to program attendance. No further discussion.

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

- 1. Discussion/Possible Action Item: Board Financial Secretary Appointment & Endowment Fund Committee Assignment** - M. Geisler initiated a discussion related to the position of Financial Secretary being vacated as a result of D. Dalsky's resignation from the Board. Discussion was opened to the board members. M. Geisler inquired if there were any volunteers. C. Grunenwald responded and agreed to step into the financial secretary duties. M. Geisler appointed C. Grunenwald as Financial Secretary

and Chairperson of the Endowment Fund Committee. No further discussion. No further action was necessary or taken.

- 2. Discussion/Possible Action Item: Zander Trust & Endowment Fund of the T.B. Scott Free Library** - M. Geisler opened the discussion related to the Zander Trust & Endowment Fund of the T.B. Scott Free Library. L. Ollhoff provided background information related to R. Mamer's resignation and the management of the Zander Trust. The Zander Trust may no longer be in the name of the Financial Secretary of the T.B. Scott Free Library. As a result, the Library Board will need to discuss and make a decision on how the trust funds will be managed. The Library Board remains in control of the Zander Trust. It is the management piece that will need to be examined and resolved. L. Ollhoff explained that the Zander Trust funds may be placed with and merged into the Endowment Fund account management. M. Geisler mentioned the mechanical structure and the need to research how the transfer would take place with R. Mamer's account office CPAs. E. McCrank mentioned it would be important for us to know the implications of such transfers and M. Geisler confirmed that information would be obtained before any decisions would be made. E. McCrank then reiterated that today's meeting discussion was informational and that there would be further discussion before a decision is made. M. Geisler confirmed. L. Ollhoff will confer with M. Sepnanski. M. Geisler expressed that suggestions or recommendations from other Board members are welcome. Continued discussion will be on the January meeting agenda. No further discussion. No action was necessary or taken.
- 3. Action Item: "Name That Room" Youth Services Activity/Meeting Room** - B. Rothlisberg/T. Osness/C to approve assigning the name "The Pioneer Room" to the new Youth Services Activity/Meeting Room. M. Geisler opened the discussion on naming the Youth Services Activity/Meeting Room. L. Ollhoff stated that the last suggestion was "The Pioneer Room" and that it was open to discuss other name suggestions. B. Rothlisberg commented that the name is generic should anyone down the road wish to make a substantial donation with the request to have a name assigned to "The Pioneer Room" could easily be done. No further discussion.
- 4. Discussion Item: Strategic Goals & Action Steps #4: Collections** - L. Ollhoff presented the Strategic Goals & Action Steps #4: Collections. No discussion.
- 5. Discussion Item: Wisconsin Trustee Essential #2: Who Runs the Library?** - L. Ollhoff presented the Wisconsin Trustee Essential #2: Who Runs the Library? with no discussion.

**IV. Library Director's Report** L. Ollhoff provided highlights from her written report and added the following: library programming calendars from each department are now available in printed format; there will be a change in the WVLS Council member representative to the T.B. Scott Free Library Board in January and the proposed new WVLS Board member and Library Board representative is Jill

Indrebo; E. McCrank confirmed J. Indrebo's appointment to the WVLS Council and coinciding representative on the Library Board, which now moves to be approved by the WVLS Council on January 17, 2026. Beyond the highlights made and what is provided in the written report, there was no further discussion.

**V. President's Remarks** M. Geisler wished everyone a happy holiday. M. Giesler reminded Board members to contact the Library or M. Geisler to communicate if you are unable to attend a board meeting to ensure that we have a quorum. Nothing further.

**VI. Date and Time of Next Meeting** Wednesday, January 21, 2026 @4PM.

**VII. Adjournment** T. Osness/A. Huftel/C to adjourn @4:24PM.