

**CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, JANUARY 21, 2026 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, T. Osness, M. Weix. Excused: K. Breitenmoser, B. Rothlisberg. Also present were: L. Ollhoff, A. Bennett.
2. **Correspondence** - No correspondence.
3. **Public Comment** - No public comment.

II. Consent Items

1. **Minutes of regular meeting on December 17, 2025** - A. Huftel/E. McCrank/C to approve the Minutes of the regular meeting on December 17, 2025. R. Martinovici abstained as he was not in attendance. No discussion.
2. **Vouchers for December 2025** - E. McCrank/T. Osness/C to approve the Vouchers for December 2025. E. McCrank inquired about the expenditure to Michael Frederick. L. Ollhoff confirmed it was a stipend to him as an author. No further discussion.
3. **Unaudited Monthly Income & Expense Report for December 2025** - L. Ollhoff confirmed December 2025 Revenue & Expense Report will be brought before the Board at the February meeting. No discussion. No action.
 - a. **The reports for the period ending December 31, 2025, will be provided at the February T.B. Scott Free Library Board of Trustees meeting.** -
4. **Monthly Statistical Report for December 2025** - R. Martinovici/E. McCrank/C to approve the Monthly Statistical Report for December 2025. E. McCrank commented on the continued increase of magazine checkout. L. Ollhoff confirmed that increase as a result of allowing checkout of magazines to all member libraries of WVLS as a shared resource. No further discussion.

III. Reports/Discussion Items/Action Items

1. **Report & Possible Action Item: T.B. Scott Free Library Endowment Fund Annual Report 2025** - M. Geisler presented the preliminary Endowment Fund Report for discussion. M. Geisler explained it is preliminary and will be finalized once the 1099 is received. There may be a slight increase. The final report will be presented for approval at the February Board meeting. No further discussion. No action taken.
2. **Discussion & Possible Action Item: T.B. Scott Free Library Endowment Fund & Zander Trust Management Consolidation** - M. Geisler opened discussion on fund consolidation. L. Ollhoff explained that we continue

discussion on how best to proceed. The Board has the authority to approve consolidation. However, the mechanics of how the consolidation will take place is where we are currently at in the process. Discussion will continue with a law firm familiar with the process to ensure that the consolidation is managed appropriately and does not negatively impact the fund investments. A list of attorneys was provided to the Board by WVLS and C. Grunenwald will contact the firm he believes would be best suited to respond and provide the Board with the appropriate recommendation. E. McCrank inquired about amounts in the financial report related to the endowment fund management. No further discussion. No action taken.

3. **Discussion Item: Strategic Goals & Action Steps #5 Facilities** - L. Ollhoff presented Strategic Goals & Action Steps #5 Facilities. No discussion.
4. **Discussion Item: Wisconsin Trustee Essential #3 Bylaws—Organizing the Board for Effective Action** - L. Ollhoff presented Wisconsin Trustee Essential #3 Bylaws—Organizing the Board for Effective Action. No discussion.

IV. Library Director's Report L. Ollhoff provided highlights from her written report and added the following: 1) Staff Development Day included work time to develop library marketing materials with the input from staff. Staff will create videos that will be shared with the community on social media, on the library's website, and on in-house PR screens. 2) Adult Winter READ Bingo has begun, Family Storytimes continue, and our Leigh Yawkey Art Museum collaboration continues once again. 3) WVLS Director Marla Sepnanski tendered her retirement notification to the WVLS Board effective May 2026. WVLS will work diligently to find her replacement. 4) Library's Board Game collection is in the planning stages for enhancement along with corresponding programs. 5) Introduced the library's intent to survey the community. E. McCrank inquired about the content of the survey. L. Ollhoff explained it will include questions related to programming and facilities. E. McCrank stated it would be a great opportunity to create a needs assessment report for future project determination. No further discussion.

V. President's Remarks M. Geisler remarked that C. Grunenwald has agreed to step in as the Board's Financial Secretary. As part of that responsibility, C. Grunenwald will now be listed as the Chair of the Endowment Fund Committee. That requires that he be removed from the Buildings & Grounds Committee. M. Geisler went on to explain the purpose of the committees and to further explain that the majority of the Board's decision-making is completed at the Board Meeting level. Committees rarely meet and only for highly unusual situations. L. Ollhoff provided an example of when the Buildings & Grounds Committee was called as a result of flooding in the Community Room. T. Osness expressed interest and will follow up with a discussion with M. Geisler. No further discussion.

VI. Date and Time of Next Meeting February 18, 2026, @4PM. Library Community Room.

VII. Adjournment R. Martinovici/M. Weix/C to adjourn at 4:20PM.

