

**T. B. Scott Free Library Board of Trustees**  
**REGULAR MEETING**  
**November 19<sup>th</sup>, 2014**

**Minutes**

**1. Opening**

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:15 p.m. in the Library Board Room. Present: Paul Gilk, Richard Mamer, Tim Meehean, and Vickie Yelle. Excused: Gene Bebel, Katie Breitenmoser, Kyle Reimann, and Jim Wedemeyer. Also present: Don Litzer and Susan Sommer.

The board received a thank you letter from the Merrill Area Community Enrichment Center for providing advertising support in their monthly newsletter. There was no public comment.

**2. Consent Items**

M Meehean/S Gilk/C to approve the minutes of the October meeting as printed.  
M Meehean/S Yelle /C to accept the Monthly Revenue and Expense Printouts for October as printed.

**3. Reports/Discussion Items/Action Items**

A. Mead Witter Foundation Grant & Projects: The Mead Witter Grant proposal was accepted. M Mamer/S Meehean /C to approve an additional \$1,280 from Endowment Fund monies to complete the electrical and wiring upgrades for the project as presented.

B. 2015 Budget Update: The final City of Merrill 2015 budget resulted in an increase of the City's portion of the library budget by \$14,025. The board approved by consensus the allocation of those funds as recommended.

C. Policy Review: Loans: M Meehean/S Mamer /C to approve the revised policy as presented.

D. Policy Review: Access to Public Records: M Meehean/S Gilk /C to approve the revised policy as presented.

E. Strategic Plan Progress—Goal #5: Ms. Stevens presented staff goal & objective progress.

F. Trustee Essentials #14—The Library Board and Open Meetings Law: Ms. Stevens provided copies of the Essential.

G. Reports from Friends/WVLS Representative: The Friends had their November meeting and plans are already underway for the spring book sale. The fall book sale was a success. The Friends approved funding of a Keurig coffee machine for staff use. There was no report from the WVLS Representative.

**4. Forthcoming Events & Library Director Report**

- October Monthly Statistical Report was presented.
- Ms. Stevens provided copies of a press release for an upcoming event—Bandwidth Assessment Tool (BAT) Lunch-N-Learn. Ms. Stevens is also involved in a group investigating the establishment of a Community Area Network in Merrill. Board members will be apprised of future meetings.
- Ageless Wisdom program coming November 30<sup>th</sup> presented by Jane Deau, former Merrill Area Community Enrichment Center director.
- Youth Services was busy with class visits in October.
- Library staff will have an inservice at their December staff meeting about working with people with mental and physical challenges.
- Affordable Care Act Signup sessions and tax assistance sessions have been scheduled.
- Assistant Director Litzer received a Wessler Scholarship to attend the Wisconsin Library Association conference, where he presented two programs as a roundtable chair.

**5. Adjournment:**

The meeting adjourned at 4:55 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on December 17<sup>th</sup> at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary