

**MORRILL PUBLIC LIBRARY BOARD MEETING
NOVEMBER 9, 2024**

1. ROUTINE MATTERS:

- A. President Deb Meyer called the meeting to order at 5:26 p.m. Deb stated that notice of the meeting was posted in three places and the MPL Board meetings are subject to the Open Meeting Laws and will be conducted as such.
- B. Members present: Deb Meyer, Kathy Calahan, Pete Cawiezel, Carol Wells, Library assistant Paige Cross, and Library Director Sarah Johannsen. Village Board member Kim Schledewitz, Village clerk Janine Schmidt, as well as visitors Shirley Cawiezel, Sandra Lutz, and Will Johannsen were also in attendance.
- C. Pete moved to approve the minutes of the regular meeting of September 8, 2024. Carol seconded. All ayes, motion carried.
- D. Sarah read correspondence from Michelle Waters stating her intent to resign her position until her health improved. She then read a letter from Shirley Cawiezel commending Sarah as the library director.

2. BUSINESS TRANSACTIONS:

- A. Financial Report: Sarah provided each member with an updated copy of the Village budget as well as the library budget. All items were in order. Pete moved to accept the report and Kathy seconded. All ayes, motion carried.

3. LIBRARY DIRECTOR REPORT:

- A. Sarah provided a detailed report to each board member and a copy was sent to the Village Office.
 - Friday adult mornings -She has activities planned for each Friday morning in November except the one on November 29, the day after Thanksgiving.
 - Repairs and Maintenance - New shelving has been installed in the furnace room and a new light has been added to the southeast corner near the table.
 - New materials – Many new children and teen books have been added. There is also a new Jana De Leon series and the latest Stephanie Plum book will be out later this month.
 - After School Program – Sarah now has 10 children and 3 sixth grade chaperones participating.
 - Workshops and Meetings – The Western Library System has their board meeting on November 12. She will also attend a workshop on November 6.
 - Anything Apple Afternoon – The Friends of the Library will host a community get together on November 20, 2024. Board members were asked to bring a treat made from apples. The afternoon get together will be held from 4:00 to 6:00 p.m.
 - Author tour – Carolyn Helget, a local author, will be at the library on November 16 from 1:00 to 3:00 p.m.
- Kathy moved to approve Sarah's report and Pete seconded. All ayes, motion carried.

5. NEW BUSINESS:

- A. Janine advised all in attendance on the roles and responsibilities for library boards, directors, and city/county/villages.
- B. A large chair, built by the MHS High School shop class will be placed on the south-east lawn in front of the library.
- C. Pete made a motion to approve Sandra Lutz as an interim board member until Michelle returns. The motion carried after a second by Deb.
- D. The library Christmas party will take place on December 7, beginning at 3:00 p.m.
- E. Job descriptions were tabled until the next meeting.
- F. Sarah, with help from the two assistants, will remain in charge of cleaning the library.
- G. Pete reported that he received a bid from ABC Blinds and Shades to replace some of blinds and shades in the library. He then moved to replace the broken blind upstairs for a cost of \$265.00. Kathy seconded. All ayes, motion carried.

6. UNFINISHED BUSINESS

There was no unfinished business.

President Deb Meyer set the next meeting for January 6, 2025 at 5:30 p.m.

ADJOURNMENT:

Kathy made a motion to adjourn and Carol seconded. The motion carried.
Deb adjourned the meeting at 6:53.

Respectfully submitted,
Kathy Calahan, MPL Board Secretary