

Merrill Public Library  
Trustee Meeting  
Thursday, December 11, 2025  
6:30 P.M.  
Main Room

Call to Order  
Minutes Approval  
Bills Approval  
Public Comment

Updates

- New computers
- Book Sale

New Business

- Budget FY26/27
- Librista
- Hinton – checkouts, deliveries
- Sioux Center/Icebreaker/Iowa Standard
- Procedure for weather/illness closing
- Early Outs
- Jeanette Spies volunteered

Director's Report

- Library Director Endorsement Course (next course Jan 6)
- Work on the website and OPAC interface
- Facebook posts
- Book Club – first Tuesday of the month, 5 pm, Iowa Room, starting January 6. First meeting will be organizational to pick books and establish “rules” for the club.
- Christmas decorating
- Winter Newsletter
- Updated OPAC front page

Back Burner

- Relabel and shelve adult nonfiction with Dewey numbers
- Weeding (children's books first)
- Exterior signage – need better signage for drop box

## Financial Review

### November Bills

Amazon	\$ 212.05	(vacuum bags, 2 toner cartridges, 2026 desk calendar)
Ingram	\$ 177.52	(October order of new books)
Walmart	\$ 34.28	(cleaning supplies, desk candy)
Canva	\$ 15.00	(monthly subscription)
Canva	\$ 120.00	(annual subscription, at Angela's request)
USPS	\$ 5.67	(SILO mailing)
Dell Technologies	\$ 2273.74	(2 new computers)
Adam Bottjen	\$ 158.64	(computer installation)
Wages	\$ 1609.15	

### Library Usage Report – November

Checkouts via Patron							
Rural Books	Resident Books	Brunsville Books	Hinton Books	Craig Books	Open Access Books	ILL	TOTAL
17	75	0	6	0	0	10	108

Children	YR	YA	Adult	Mag	DVD	Audio Book	Overdrive	TOTAL
24	1	1	66	3	0	0	250	345

Patron Usage (# People Visited)							
Help/Info	Computer	Wireless	New Pat.	Handouts	Programs	Volunteers	TOTAL
61	18	76	6	0	59	0	157

Copies	\$1.80
Donations	\$0.90
Fines	\$2.55
Book Sales	\$5.50
Total:	\$10.75