

Merrill Public Library  
Trustee Meeting  
Thursday, October 16, 2025  
6:30 P.M.  
Main Room

Call to Order  
Minutes Approval  
Bills Approval  
Public Comment

Updates

New Business

A patron asked if we could arrange to have the school bus stop at the library on Early Out days.

Director's Report

- Backlog of books to be added to the collection or donations
  - Added in September: 73 adult books, 1 audio book, 1 DVD, 20 periodicals
  - Reorganizing and weeding by section
- Began new prices for copies
- Computer quote (see attached)
- Handing out Library magnets to everyone, put them up in the restrooms downstairs, green backpacks to children
- New display for new and favorite books
- First newsletter completed, posted, and handed out
- A couple of Facebook posts (Instagram?)
- Baker & Taylor order for October
- The demise of Baker & Taylor
- Early outs – mostly 3 boys. Story time. Healthier snacks.
- Interior signage
- Bonnie McKewon
  - We went through public library standards.
  - I will begin study course for endorsements required for certification.
  - She offered to do board training in December if we are interested.
  - Bonnie is retiring at the end of December ☺
  - Our annual survey is done, thanks to Sydney.
  - We reviewed funding levels for 2025 and looked at opportunities.
  - I will be calling Amanda Grom about updating our collection into SILO.
  - We went through Whofi capabilities.
  - Stronger presence in Hinton.

## Back Burner

- Organize donations for sale (first Egg Bake Breakfast is Dec. 7 – needs to move to front burner)
- Mingle YR series with stand-alone books
- Relabel and shelve adult nonfiction with Dewey numbers
- Volunteers
- Book Club
- Zoom services (haven't done anything yet)
- Genealogy class (in newsletter; no response yet)
- Tiny library (Pat suggests waiting until spring)
- Exterior signage – new open sign; need better signage for drop box

## Financial Review

### September Bills for Review

Eakes	\$123.99 (yellow printer cartridge)
Adam Bottjen	\$ 40.00 (barcode scanner failure)
Walmart	\$ 38.73 (Sept. early out snacks)
Baker & Taylor	\$ 142.34
Walmart	\$ 34.19 (coffee & Oct. snacks)
East/West Books	\$ 99.96 (juvenile nonfiction)
Wages	\$1947.79

### Library Allocation from 2024-2025 data (payable FY 2025-2026)

\$15,350

### Library Usage Report – September

Checkouts via Patron							
Rural Books	Resident Books	Brunsville Books	Hinton Books	Craig Books	Open Access Books	ILL	TOTAL
2	91	9	6	0	0	4	112

Children	YR	YA	Adult	Mag	DVD	Audio Book	Overdrive	TOTAL*
29	2	2	65	4	0	0	271	373

Patron Usage (# People Visited)							
Help/Info	Computer	Wireless	New Pat.	Handouts	Programs	Volunteers	TOTAL
54	26	72	6	0	60	1	150

Copies            \$1.70

Donations        \$5.30

Fines            \$7.70

Book Sales        \$0

Total:            \$14.70