

Merrill Public Library
Trustee Meeting
Thursday, November 13, 2025
6:30 P.M.
Main Room

Call to Order
Minutes Approval
Bills Approval
Public Comment

Updates

- New computers
- Book distributor to replace Baker & Taylor

New Business

- Hinton visit

Director's Report

- Finished merge of young readers (series and stand-alone)
- Started Library Director Endorsement Course
- Facebook posts
- Trunk or Treat
- Working on organizing donations for sale during Egg Bake Breakfast Dec. 7
- Interior signage
- Book Club – first Tuesday of the month, 6 pm, Iowa Room, starting January 6. First meeting will be organizational to pick book and establish “rules” for the club.
- Christmas decorating
- Update book displays
- Need volunteers for book sale

Back Burner

- Relabel and shelve adult nonfiction with Dewey numbers
- Volunteers
- Weeding
- Zoom services (Angela has reported that TV in Iowa Room is not really functional)
- Genealogy class (in newsletter; no response yet)
- Tiny library (Pat suggests waiting until spring)
- Exterior signage – need better signage for drop box
- Next newsletter (winter – possibly start monthly)

Financial Review

October Bills for Review

| | | |
|----------------|-----------|-------------------------------|
| Demco | \$ 119.03 | (labels for processing books) |
| Postage | \$ 4.96 | |
| Walmart | \$ 34.19 | (Oct. early out snacks) |
| Baker & Taylor | \$ 47.38 | |
| Walmart | \$ 45.64 | (Trunk or Treat) |
| Canva | \$ 15.00 | (monthly subscription) |
| Amazon Books | \$ 84.82 | |
| Wages | \$1621.74 | |

Library Usage Report – October

| Checkouts via Patron | | | | | | | |
|----------------------|----------------|------------------|--------------|-------------|-------------------|-----|-------|
| Rural Books | Resident Books | Brunsville Books | Hinton Books | Craig Books | Open Access Books | ILL | TOTAL |
| 2 | 93 | 3 | 4 | 0 | 0 | 18 | 120 |

| Children | YR | YA | Adult | Mag | DVD | Audio Book | Overdrive | TOTAL* |
|----------|----|----|-------|-----|-----|------------|-----------|--------|
| 36 | 5 | 4 | 54 | 4 | 2 | 0 | 271 | 373 |

Overdrive Holds: 280

161 Audiobooks, 77 eBooks

| Patron Usage (# People Visited) | | | | | | | |
|---------------------------------|----------|----------|----------|----------|----------|------------|-------|
| Help/Info | Computer | Wireless | New Pat. | Handouts | Programs | Volunteers | TOTAL |
| 63 | 22 | 59 | 3 | 2 | 44 | 1 | 172 |

| | |
|------------|--------|
| Copies | \$3.40 |
| Donations | \$2.80 |
| Fines | \$0.80 |
| Book Sales | \$0 |

Total: \$7.00