

# Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

**Meeting: Monthly Library Board Meeting**

**Date:** Tuesday, October 12th, 2021 at 6:00pm

**Meeting Leader:** Stephen Scanlan

**Location:** Library Building, 512 E. Lake Ave, Monticello, WI 53570

## ATTENDANCE:

Participant	Present	Participant	Present
Ann DeNure		Renee Croushore	x
Kenneth Colle	x	Stephen Scanlan	x
Robert LaBarre	x	Katrina Linde-Moriarty	x
<b>Guests:</b>			

## AGENDA ITEMS:

Start Time	Topic	Lead(s)
6:00 PM	Call to Order/Roll Call	Scanlan
6:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	Scanlan
6:10 PM	Approvals: Agenda, Minutes, Finance	Scanlan
	New Business	
6:15 PM	Strategic Planning Subcommittee	Katrina
6:25 PM	Review Library Director Job Description	Katrina
	Old Business	
6:40 PM	Reopening Guidelines Review	Katrina
6:50 PM	Director's Report: Village Update, Programming Update, SCLS Update, Finance Update	Katrina
7:00 PM	Closed Session: Staff Reviews (19.85(1)(c))*	Scanlan
7:20 PM	Adjourn	Scanlan
<b>Next Meeting: Tuesday, November 9th at 6:00 PM</b>		

\*19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

## Item Descriptions for the Monticello Library Board Meeting

### Call To Order/Roll Call

Scanlan called the meeting to order at 6pm.

Roll Call:

Ann DeNure		Renee Croushore	x
Kenneth Colle	x	Stephen Scanlan	x
Robert LaBarre	x	Katrina Linde-Moriarty	x

Guests: None present

### Agenda

Motion: Approve the agenda as set. (Or with the following amendments)

Discussion: None

1st: Colle                                      2nd: LaBarre                                      Vote outcome: 3/0 Passed

### Minutes

Motion: Approve the minutes from 9/14/21.

Discussion: None

1st: LaBarre                                      2nd: Colle                                      Vote outcome: 4/0 Passed

### Finance Report

Motion: Approve the Finance Report as given.

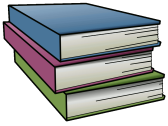
Discussion: None

1st: LaBarre                                      2nd: Croushore                                      Vote outcome: 4/0 Passed

### New Business

### Strategic Planning Subcommittee

Reason: The director will present 4-5 members of the board and public to assist as a short-term subcommittee for the project.



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Motion: To approve the formation of the Strategic Planning Subcommittee with the following members: Croushore, Lederman, Scanlan, Director and at least 1 township member. This subcommittee will work with the library director and WiLS in the coming month to conduct research, gather community input, and draft a strategic plan for the Monticello Public Library.

Discussion: Short discussion was had about the search and addition of at least one township member for the subcommittee.

1st: LaBarre                      2nd: Colle                      Vote outcome: 4/0 Passed

## Review Library Director Job Description

Reason: The director would like the board to review and update the Director job description to align with elements found in other job descriptions for library employees.

Discussion: Director reviewed the suggested updates to the Director Job position. This item will be presented for action at the next meeting.

## Old Business

### Reopening Guidelines Review

Reason: The library director will give an update to the board on the library's reopening plans and discuss any changes.

Discussion: No changes were suggested at this time. The library will continue to operate at its current level of service.

### Director's Report

Discussion: Director presented an overview of the library's statistics, programs, and upcoming projects including submitting a group grant with other libraries for Book Bikes.

### Closed Session: Staff Reviews (19.85(1)(c))

Reason: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion: To convene in closed session at 6:41pm with roll call.

Roll Call:

Ann DeNure		Renee Croushore	x
Kenneth Colle	x	Stephen Scanlan	x
Robert LaBarre	x		

### Reconvene in Open Session

Motion: To convene in open session at 6:42pm with roll call.

1st: Croushore                      2nd: Colle

Roll Call:

Ann DeNure		Renee Croushore	x
Kenneth Colle	x	Stephen Scanlan	x
Robert LaBarre	x	Katrina Linde-Moriarty	x

### Employee Evaluation: Director

Motion: Approve the employee Evaluation of the Director as presented.

Discussion: None

1st: LaBarre                      2nd: Croushore                      Vote outcome: 4/o Passed

### Adjourn

Motion to adjourn at 6:44pm.

1st: Croushore                      2nd: LaBarre                      Vote outcome: 4/o Passed