

Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: Monthly Library Board Meeting

Date: Tuesday, October 13th, 2020

Time: 4:00 PM

Location: Monticello Public Library

Meeting Leader: Ann DeNure

ATTENDANCE:

Participant	Present	Participant	Present
Ann DeNure	x	Janet Willman	x
Kenneth Colle		Stephen Scanlan	
Robert LaBarre	x	Katrina Linde-Moriarty	x
Guests:			

AGENDA ITEMS:

Start Time	Topic	Lead(s)
4:00 PM	Call to Order/Roll Call	DeNure
4:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	DeNure
4:10 PM	Approvals: 1. Agenda 2. Minutes 3. Finance	DeNure
4:20 PM	Director's Finance Report	Katrina
	New Business	
4:30 PM	Communications Policy Discussion	Katrina
	Old Business	
4:45 PM	Condition-based Timeline Review	Katrina
5:00 PM	Director's Report - Programming Update - SCLS Update	Katrina
5:15 PM	Adjourn	DeNure
Next Meeting: Tuesday, November 10th at 4:00 PM		

Item Descriptions for the Monticello Library Board Meeting

Call To Order/Roll Call

DeNure called the meeting to order at 4pm.

Roll Call:

Ann DeNure	x	Janet Willman	x
Kenneth Colle		Stephen Scanlan	
Robert LaBarre	x	Katrina Linde-Moriarty	x

No guests or public were in attendance.

Agenda

Motion: Approve the agenda as set.

Discussion: None

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

Minutes

Motion: Approve the minutes from 9.8.20.

Discussion: None

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

Finance Report

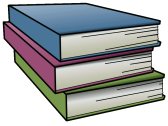
Motion: Approve the Finance Report as given.

Discussion: None

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

Director's Finance Report

Discussion: Director has continued to compose monthly reports itemizing expenditures and revenue into Google spreadsheets. This item will be retired to the Director's Report at future meetings.



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New Business

Communications Policy Discussion

Reason: After a recent virtual session on library policies and procedures, the director would like the board to consider adopting additional policies to clarify the library's role within the community. The first of these is a new Communications policy which will outline the library staff members and patron's code of conduct virtual and traditional outlets.

Discussion: Clarifying questions were asked about the intent of the policy and how it was created.

Old Business

Condition-based Timeline Review

Reason: Due to the changing nature of our situation,, the library board will evaluate our condition-based timeline for the library and director to safely conduct business with the public.

Motion: Amend the Condition-based Timeline to include the revisions to Phase 1 to accommodate browsing by appointment.

Discussion: Clarifying questions were asked and discussed on what the logistics for staff and the impact on other library services would be if the revision for Phase 1 were adopted.

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

Director's Report

Discussion: Director presented stats, programs, and general information about the state of the library's operations. See full report for further details.

Adjourn

Motion to adjourn at 4:38pm.

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