



# Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

**Meeting: Monthly Library Board Meeting**

**Date:** Tuesday, October 8th, 2019

**Time:** 4:00 PM

**Location:** Monticello Public Library

**Meeting Leader:** Katrina Linde-Moriarty

## ATTENDANCE:

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

## AGENDA ITEMS:

Start Time	Topic	Lead(s)
4:00 PM	Call to Order/Roll Call	Scanlan
4:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	Scanlan
4:10 PM	Approvals: 1. Agenda 2. Minutes 3. Finance	Scanlan
4:20 PM	Director's Finance Report	Katrina
	New Business	
4:30 PM	Close November 30th (Saturday following Thanksgiving)	Katrina
4:40 PM	LINKcat Migration Update	Katrina
4:50 PM	Revised Material Loan Periods	Katrina
	Old Business	
5:05 PM	Director's Report	Katrina
5:20 PM	Adjourn	Scanlan
<b>Next Meeting: Tuesday, November 12th at 4:00pm</b>		

# Item Descriptions for the Monticello Library Board Meeting

## Call To Order/Roll Call

\_\_\_\_\_ called the meeting to order at \_\_\_\_\_.

Roll Call:

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

Guests:


## Agenda

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

Discussion:

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

Vote outcome: \_\_\_\_\_

## Minutes

Motion: Approve the minutes from 8/13/19 and 9/10/19.

Discussion:

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

Vote outcome: \_\_\_\_\_

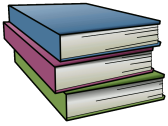
## Finance Report

Motion: Approve the Finance Report as given.

Discussion:

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

Vote outcome: \_\_\_\_\_



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## Director's Finance Report

Discussion:

### New Business

#### Close November 30th (Saturday following Thanksgiving)

Reason: Traditionally the library is closed the Friday and Saturday following Thanksgiving. Saturday was not included in the original holiday schedule passed by the board in December 2018. It is also the fifth Saturday of the month which is had to schedule with 4 staff members.

Discussion:

Motion: To approve the closure of the library on Saturday, November 30th.

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

Vote outcome: \_\_\_\_\_

#### LINKcat Migration Update

Reason: The Director would like to give the board an update on how this migration is going and what to anticipate in the coming months.

Discussion:

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

Vote outcome: \_\_\_\_\_

#### Revised Material Loan Periods

Reason: As part of the migration to the LINKcat catalog, some of our loan periods are not in compliance. Changes are minimal but will help to standardize with the system. See the attached proposal.

Discussion:

Motion: To approve the new Material Loan Periods to come into effect upon the go-live date for the LINKcat catalog.

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

Vote outcome: \_\_\_\_\_

## Old Business

### Director's Report

Discussion:

### Adjourn

Motion to adjourn at \_\_\_\_\_.

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

Vote outcome: \_\_\_\_\_