

# Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

**Meeting: Monthly Library Board Meeting Minutes**

**Date:** Tuesday, November 10th, 2020

**Time:** 4:00 PM

**Location:** Monticello Public Library

**Meeting Leader:** Stephen Scanlan

## ATTENDANCE:

Participant	Present	Participant	Present
Ann DeNure	x	Janet Willman	x
Kenneth Colle		Stephen Scanlan	x
Robert LaBarre	x	Katrina Linde-Moriarty	x
<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
	New Business	
4:20 PM	Board Make-up Discussion	Katrina
4:30 PM	Spring Landscaping Project	Katrina
	Old Business	
4:45 PM	Condition-based Timeline Review	Katrina
5:00 PM	Director's Report - Village Update - Programming Update - SCLS Update - Finance Update	Katrina
5:15 PM	Adjourn	Scanlan
<b>Next Meeting: Tuesday, December 8th at 4:00 PM</b>		

## Item Descriptions for the Monticello Library Board Meeting

### Call To Order/Roll Call

Scanlan called the meeting to order at 4:00pm.

Roll Call:

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

Guests: No guests were present

### Agenda

Motion: Approve the agenda as set.

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

### Minutes

Motion: Approve the minutes from 10.13.20.

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

### Finance Report

Motion: Approve the Finance Report as given.

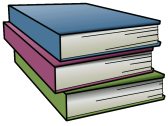
1st: LaBarre            2nd: Willman            Vote outcome: 4/0 Passed

### New Business

#### Board Make-up Discussion

Reason: Due to the pandemic and other stressors, this discussion will look at the make-up of the board to see if any recommendations should be made.

Discussion: Library board discussed how to handle requests for medical leave for Covid or other health reasons. Ideas around granting leaves of absence and lines of communication were also discussed. No action was taken.



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## Spring Landscape Project

Reason: Various landscape features are in disrepair around the library grounds. Estimates from local landscaping companies have been sought. This item will discuss/take action on those bids.

Motion: Approve landscaping bid from Josh D. Landscaping for up to the estimated amount of \$1,196.37 for tidying up the landscape around the library using funds from SCLS Foundation Account.

Discussion: Clarifying questions from the board about how bids were sought by the director. Director responded that four companies were approached but only one has submitted an estimate for the work. Work is to begin in Spring 2021.

1st: LaBarre

2nd: DeNure

Vote outcome: 4/0 Passed

## 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.

Discussion: It was the director's recommendation that the library's current level of service remain the same. The library board agreed especially considering the increase in Covid cases in our county. No action was taken.

### Director's Report

Discussion: Director reported on service statistics, village relations including a budget cut of \$5,000 to the library's 2021 levy amount, programming and activity kits, and an overview of the library's operations.

### Adjourn

Motion to adjourn at 4:57 pm.

1st: DeNure

2nd: Willman

Vote outcome: 4/0 Passed