



Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: **Library Board Meeting**

Date: Tuesday, Dec. 11th, 2018

Time: 6:00 PM – 7:35 PM

Location: Monticello Public Library

Meeting Leader: Scanlan

ATTENDANCE:

Participant	Present	Participant	Present	Participant	Present
Ann Denure	X	Janet Willman	X		
Kenneth Colle	X	Stephen Scanlan	X		
Theresa Dunlap	X	Katrina Linde-Moriarty	X		
Guests:					

AGENDA ITEMS:

Start Time	Topic	Lead(s)	Action/Motions
6:00 PM	Call to Order/Roll Call	Scanlan	
6:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	Katrina	
6:15 PM	Approvals: 1. Meeting Minutes from 10/9/18 and 11/13/18 2. Agenda 3. Finance Committee Report	Scanlan	
	New Business		
6:25 PM	501C3 Status	Scanlan	
6:35 PM	Investment Discussion	Scanlan	
6:50 PM	January Closures	Katrina	
	Old Business		
7:00PM	Secretary Update	Scanlan	
7:10 PM	Library Director's Report	Katrina	
7:20 PM	Trustee Short Talks	Katrina	
7:35 PM	Adjourn	Scanlan	
Next Meeting: Tuesday, January 8th at 6:00pm			

Meeting Called to order by Stephen Scanlan at 6:03.

Roll Call: Ann Denure, Kenneth Colle, Theresa Dunlap, Janet Willman, Stephen Scanlan, and Katrina Linde-Moriarty present.

Public Appearances: No public appearances

Approvals

Past Meeting Notes: 10/9/18 and 11/13/18

Discussion: Amendment made to 11/13/18 notes.

1st: Kenneth Colle 2nd: Janet Willman

Agenda: Approval of Agenda

Discussion: Amendment to add Discussion of Referendum as an item to the agenda.

1st: Janet Willman 2nd: Ann Denure

Finance Committee Report:

Discussion: Question about Friend's group's finances and how they relate to our own.

1st: Kenneth Colle 2nd: Ann Denure

New Business

501C3 Status Discussion: Scanlan and Linde-Moriarty presented to the board our research into the matter. Evidence has been found that we are already a listed- non-for-profit.

Discussion: Included how this information effects the library and our Friends of the Monticello Public Library group.

Investment Discussion: Scanlan and Linde-Moriarty presented to the board a brief history on the steps the board has already taken and possibilities on future investments.

Discussion: Included the need for further research into 3 investment types for our donation account: short, medium, and long term. The board ask Linde-Moriarty to poll her peers and seek out opportunities locally and statewide to gather more information before moving forward.

January Closures: Linde-Moriarty requested the following item to be approved by the board

Motion to approve the library to be closed January 1st, 2019.

Discussion: There was discussion on the need to approve library holiday closures on a scheduled annual basis.

Linde-Moriarty will develop this and bring to the board for review and approval.

1st:Ann Denure 2nd: Theresa Dunlap

Village Reimbursement Discussion:

Discussion: Scanlan led a discussion on how the recent referendum and reimbursement effects the library. Further discussion has been tabled until the May 2019 library board meeting.

Old Business

Secretary Update:

Discussion: The Library Board discussed additional ideas on how to tackle the issue of filling the secretary's duties.

Discussion lead to the Library Director suggesting that everyone takes notes during the meeting. Afterwards the Library Director will send out an outline of the agenda and the board as a whole will assist in compiling their notes of the meeting before being brought to the following meeting for approval.

Library Director's Report: See attached document

Discussion: A review of the recent Silent Auction was given. An update was given on the search for a new Youth Services Coordinator. New media vendors were selected for purchasing our general book and audiovisual collections.

Trustee Short Takes: Board Ethics

Discussion: The trustees watched a video from the ALA Short Takes for Trustee training course. This month's topic was on how to balance ethics as individuals and as a board. Small discussion was held afterwards on the topic.

Adjourn:



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1st: Ann Denure

2nd: Janet Willman