



Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: **Monthly Library Board Meeting**

Date: Tuesday, June 13th 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	
Kenneth Colle		Stephen Scanlan	
Robert LaBarre		Elizabeth Clauss	
Guests:			

AGENDA ITEMS:

Start Time	Topic	Lead(s)
6:00 PM	Call to Order/Roll Call	
6:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	
6:10 PM	Approvals: Agenda, Minutes, Finance	
	New Business	
6:15 PM	Door Counters—Reimbursement Request from CFSW	
	Shed/Charging Pole Update	
	Personnel Changes	
	Old Business	
	Strategic Planning Committee Update	
	Director's Report <ul style="list-style-type: none">- Village Update- Programming Update- SCLS Update- Finance Update	
7:00 PM	Adjourn	
Next Meeting: Tuesday, July 11th at 6:00 PM		

Item Descriptions for the Monticello Library Board Meeting

Call To Order/Roll Call

_____ called the meeting to order at _____.

Roll Call:

Ann DeNure		Renee Croushore	
Kenneth Colle		Stephen Scanlan	
Robert LaBarre		Elizabeth Clauss	

Guests:

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Agenda

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

Discussion:

1st: _____ 2nd: _____

Vote outcome: _____

Minutes

Motion: Approve the minutes from 5/9/2023.

Discussion:

1st: _____ 2nd: _____

Vote outcome: _____

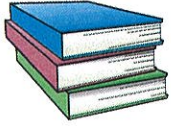
Finance Report

Motion: Approve the Finance Report as given.

Discussion:

1st: _____ 2nd: _____

Vote outcome: _____



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New Business

Door Counters

Reason: Discuss using funds from our CFSW account to pay for the purchase of door counters for the library.

Motion:

Discussion:

1st: _____

2nd: _____

Vote outcome: _____

New Business

Shed/Charging Pole Update

Reason: Our charging pole is here and weather is starting to be warm enough that we can plan the install, which will also require relocating the shed and purchasing a new one.

Motion:

Discussion:

1st: _____

2nd: _____

Vote outcome: _____

New Business

Personnel Changes

Reason: Updates and discussion on upcoming personnel changes.

Motion:

Discussion:

1st: _____

2nd: _____

Vote outcome: _____

Old Business

Strategic Planning Committee Update

Reason: The director will update the library board on the progress and actions of the Strategic Planning committee and the project's timeline.

Discussion:

Director's Report

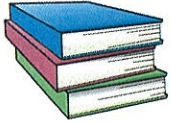
Discussion:

Adjourn

Motion to adjourn at _____.

1st: _____ 2nd: _____

Vote outcome: _____



Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: **Monthly Library Board Meeting**

Date: Tuesday, May 9th 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	
Kenneth Colle		Stephen Scanlan	
		Elizabeth Clauss	
Guests:			

AGENDA ITEMS:

Start Time	Topic	Lead(s)
6:00 PM	Call to Order/Roll Call	
6:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	
6:10 PM	Approvals: Agenda, Minutes, Finance	
	New Business	
6:15 PM	Display and Exhibits Policy	
	Agreement to Participate in SCLS Technology 2024	
	Shed/Charging Pole Update	
	Old Business	
	Strategic Planning Committee Update	
	Director's Report <ul style="list-style-type: none">- Village Update- Programming Update- SCLS Update- Finance Update	
7:00 PM	Adjourn	
Next Meeting: Tuesday, June 13th at 6:00 PM		

Item Descriptions for the Monticello Library Board Meeting

Call To Order/Roll Call

Stephen Scanlan called the meeting to order at 6:00pm.

Roll Call:

Ann DeNure	x	Renee Croushore	x
Kenneth Colle	x	Stephen Scanlan	x
Bob LaBarre	x	Elizabeth Clauss	x

Guests:

Vicki Colle	
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Agenda

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

Discussion:

1st: Ann DeNure 2nd: Renee Croushore

Vote outcome: passed

Minutes

Motion: Approve the minutes from 4/11/2023.

Discussion:

1st: Ann DeNure 2nd: Kenneth Colle

Vote outcome: passed

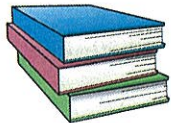
Finance Report

Motion: Approve the Finance Report as given.

Discussion: SCLS Foundation account continues to do well; we'll discuss transferring additional funds into that account after the Baker Tilly report at the Village Board meeting on 5/17

1st: Renee Croushore 2nd: Ann DeNure

Vote outcome: passed



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New Business

New Business

Display and Exhibits Policy

Reason: Review the updated Display and Exhibits policy (renamed Displays and Bulletin Boards) draft and open it up for discussion.

Motion:

Discussion:

1st: Kenneth Colle 2nd: Renee Croushore

Vote outcome: passed

New Business

Agreement to Participate in SCLS Technology 2024

Reason: Agree to and sign the 2024 Technology Agreement

Motion:

Discussion:

1st: Ann DeNure 2nd: Kenneth Colle

Vote outcome: passed

New Business

Shed/Charging Pole Update

Reason: Our charging pole is here and weather is starting to be warm enough that we can plan the install, which will also require relocating the shed and purchasing a new one.

Motion:

Discussion: The shed will be getting moved shortly so that we can get the charging station installed. Stephen Scanlan is working on sending out invites for a little event to go along with the charging station install so that we can show folks the new service, and what we did with our ARPA funds. No motion needed; this was a discussion item only.

1st: _____

2nd: _____

Vote outcome: _____

Old Business

Strategic Planning Committee Update

Reason: The director will update the library board on the progress and actions of the Strategic Planning committee and the project's timeline.

Discussion:

Director's Report

Discussion:

Adjourn

Motion to adjourn at 6:40pm.

1st: Kenneth Colle 2nd: Bob LaBarre

Vote outcome: passed



MONTICELLO PUBLIC LIBRARY

512 E. Lake Avenue
Monticello, WI 53570

608-938-4011 • mntpublib.director@gmail.com • monticellopubliclibrary.org

Invoice Date		Line Item	Date Here: 6/6/2023		Vendor: Items (Invoice #)	Amount Due (Credit)	
5/8/2023		Physical Media (DVDs, CDs, Audio): 700-00-55110-310-050			Midwest Tape: 1 CD, 1 DVD (503758415)		\$34.48
5/2/2023		Physical Media (DVDs, CDs, Audio): 700-00-55110-310-050			Midwest Tape: 1 DVD (503721307)		\$23.24
5/2/2023		Physical Media (DVDs, CDs, Audio): 700-00-55110-310-050			Midwest Tape: 1 DVD (503730306)		\$18.74
5/16/2023		Physical Media (DVDs, CDs, Audio): 700-00-55110-310-050			Midwest Tape: 2 CDs, 2 DVDs (503792024)		\$75.46
4/30/2023		General OP: 700-00-55110-310-000			SCLS: E-cycling charge (23-411)		\$3.25
5/20/2023		General OP: 700-00-55110-310-000			Visa--Amazon Prime Subscription (D01-3618601-1904221)		\$139.00
5/8/2023		Physical Media (DVDs, CDs, Audio): 700-00-55110-310-050			Visa--Amazon: 1 DVD (112-8347003-1673026)		\$19.96
5/3/2023		Special Projects (Donations): 700-00-55110-410-000			Visa--Amazon: Storywalk Supplies (112-7398616-0348228)		\$69.99
5/2/2023		Special Projects (Donations): 700-00-55110-410-000			Visa--Amazon: Storywalk Supplies (112-7398616-0348228)		\$42.84
5/19/2023		General OP: 700-00-55110-310-000			Visa--Amazon: looks for escape room, ant traps (113-1450909-8241061)		\$53.61
5/29/2023		Physical Media (DVDs, CDs, Audio): 700-00-55110-310-050			Visa--Amazon: 2 DVDs (113-4227374-4488231)		32.92
5/25/2023		Physical Media (DVDs, CDs, Audio): 700-00-55110-310-050			Visa--Amazon: 2 DVDs (113-6331064-5270636)		29.81
5/1/2023		Programming: 700-00-55110-310-000			Visa--Badge-A-Minit: Button supplies (O8518)		\$93.95
4/26/2023		Books: 700-00-55110-310-050			Visa--Baker & Taylor: 12 Books (2037486866)		\$185.55
5/20/2023		Books: 700-00-55110-310-050			Visa--Baker & Taylor: 12 Books (2037534797)		\$192.31
4/24/2023		Books: 700-00-55110-310-050			Visa--Baker & Taylor: 15 Books (2037482531)		\$188.00
5/16/2023		Books: 700-00-55110-310-050			Visa--Baker & Taylor: 2 Books (2037537687)		\$25.91
5/5/2023		Books: 700-00-55110-310-050			Visa--Baker & Taylor: 20 Books (2037511094)		\$304.69
5/17/2023		Books: 700-00-55110-310-050			Visa--Baker & Taylor: 3 Books (2037513870)		\$61.09
5/8/2023		Books: 700-00-55110-310-050			Visa--Baker & Taylor: 6 Books (20374846369)		\$91.23
5/16/2023		Continuing Education: 700-00-55110-330-000			Visa--Discovery Center Museum: Stem Programming		\$50.00
5/23/2023		Programming: 700-00-55110-310-000			Visa--Gemplers: Craft Kid supplies		\$1.78
5/20/2023		Special Projects (Donations): 700-00-55110-410-000			Visa--Pink Heifer: Thank you gift for Cindy		\$50.00

5/24/2023	Special Projects (Donations): 700-00-55110-410-000	Visa--Sugar River Country Bakery: Donuts for teachers	\$48.00	
5/16/2023	Special Projects (Donations): 700-00-55110-410-000	Visa--The Potting Shed: Thank You gift for Cindy	\$50.00	
5/3/2023	General OP: 700-00-55110-310-000	Visa--USPS: Roll of stamps	\$63.00	
5/18/2023	Programming: 700-00-55110-310-000	Visa--UW-Madison Entomology Dept: Insect Ambassadors	\$60.00	
5/9/2023	General OP: 700-00-55110-310-000	Visa--Zoom: 1 month subscription	\$16.87	
4/13/2023	Contracts: 700-00-55110-250-000	Xerox: March and April bills (4175291)	\$212.71	
5/14/2023	Contracts: 700-00-55110-250-000	Xerox: April and May bills (4308434)	\$191.60	
Total			\$2,429.99	\$0.00

Signature:

Stacy Haudan 6/7/23

Penney Cole 6/8/23

**Final Details for Order #113-6292761-9150656**

Print this page for your records.

Order Placed: June 5, 2023**Amazon.com order number:** 113-6292761-9150656**Order Total:** \$475.84**Shipped on June 6, 2023****Items Ordered**

2 of: *ALL-TAG Occupancy Counter for People Tracking, Wireless*
Sold by: Amazon.com Services LLC

Price

\$237.92

Condition: New

Shipping Address:

Monticello Public Library
512 E LAKE AVE
MONTICELLO, WI 53570-9658
United States

Shipping Speed:

Two-Day Shipping

Payment information**Payment Method:**

Visa | Last digits: 6912

Item(s) Subtotal: \$475.84
Shipping & Handling: \$0.00

Billing address

Monticello Public Library
512 E LAKE AVE
MONTICELLO, WI 53570-9658
United States

Total before tax: \$475.84
Estimated tax to be collected: \$0.00

Grand Total: \$475.84**Credit Card transactions**

Visa ending in 6912: June 6, 2023: \$475.84

To view the status of your order, return to [Order Summary](#).

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Monticello Director's Report

Tuesday, June 13, 2023

1. Stats

	May 2023	May 2022	YTD	2022 YTD	% Change in YTD
Checkouts	1386	690	7895	6088	29.68%
Holds Placed	473	302	3627	2247	61.42%
Patron Count	691	410	3184	2172	46.59%
Programs/Activities	380	121	1882	747	151.9%

2. Programming

- Summer Reading program is in full swing; we had 18 people at our kick off event where we planted the garden.
- 6/13: Exercise for Everyone with Green County Family YMCA
- 6/14: Bubble Bonanza
- 6/15: Read with a Dog
- 6/20: Book Club/Author Visit with George Hesselberg
- 6/21: The Magic of Laughter
- 6/28: Fishing with the DNR
- 7/7: Library closed; Movie in the Park for Homecoming
- 7/8: Library closed; booth at homecoming with water games

3. Village Update

- New sign, donated by Julie Garrison, was installed by Public Works. They have been HUGE helpful this spring getting the outside spruced up. Thank you, Public Works!

4. Finance Update

- Final Baker Tilly audit report was presented at the 5/17 village board meeting; we will need to discuss transferring Greenwood's Bank funds to our SCLS Foundation account once we have transferred money to the village to cover 2022 bills.

5. Incidents at the Library

- None

6. Projects/Updates

- Greenwood's Bank and Woodford State Bank are sponsoring July and August Storywalks; we appreciate their support!
- I start work on a Green County Library Crawl for Library Card Signup Month in September.
- I was working with a group of avid library users and supporters to get a Friends group up and running again. This is important for long-term community engagement and support of the library and is something that we should continue to work on.

- Submitted a grant application in June for the WILS Ideas to Action fund. The grant would cover the partial costs of installing playground equipment and accessible adult exercise equipment in the backyard of the library. The ultimate goal is to have a usable green space that works for programming, as well as provides services to the community that are not available elsewhere.