



Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: **Library Board Meeting**

Date: Tuesday, April 9th, 2019

Time: 6:00 PM – 7:20 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)
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: <ol style="list-style-type: none"> 1. Meeting Minutes from <ol style="list-style-type: none"> a. 3.5.19 b. 3.12.19 c. 3.15.19 2. Agenda 3. Finance Committee Report <ol style="list-style-type: none"> a. Director's Finance Report (Monthly, YTD) 	Scanlan/Katrina
	New Business	
6:20 PM	Working Breaks Policy	Katrina
6:30 PM	Replacing Water Fountain	Katrina
6:40 PM	Director's Evaluation	Scanlan
	Old Business	
6:55 PM	Library Director's Report	Katrina
7:05 PM	Trustee Short Talks: Library Policies	Katrina
7:20 PM	Adjourn	Scanlan
Next Meeting: Tuesday, May 14th at 6:00pm		

4.9.19- Item Descriptions for the Monticello Library Board Meeting

Call To Order/Roll Call

Stephen Scanlan called the meeting to order at 6pm.

Roll Call:

Ann Denure	x	Janet Willman	x
Kenneth Colle	x	Stephen Scanlan	x
Theresa Dunlap	x	Katrina Linde-Moriarty	x

Guests:

No Guest Appearance	
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Meeting Minutes from 3.5.19, 3.12.19, & 3.15.19

Motion: Approve the minutes from the previous board meetings.

Discussion:

1st: Theresa Dunlap

2nd: Kenneth Colle

Vote outcome: 5/0 Passed

Agenda

Motion: Approve the agenda.

Discussion: No Discussion

1st: Theresa Dunlap

2nd: Ann Denure

Vote outcome: 5/0 Passed

Finance Committee Report

Motion: Approve the Finance Committee Report.

Discussion: No Discussion

1st: Kenneth Colle



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2nd: Janet Willman

Vote outcome: 5/0 Passed

Director's Finance Report

Discussion: The Director presented her monthly and working annual report. There were no questions.

New Business

Working Breaks Policy

Reason: There are times when library staff have no relief for their breaks due to working solo shifts. The Village's personnel policy (3.1.c) states that if an employee works a shift longer than 4 hours then a 30-60 min. non-paid break must be taken.

Proposal: See document.

Discussion: Discussion was help as to how this policy would be utilised. Answers and purpose were clarified.

Motion: Approve the "Working Breaks Policy" as presented with updated Adoption date.

1st: Theresa Dunlap

2nd: Ann Denure

Vote outcome: 5/0 Passed

Replacing Water Fountain

Reason: Per the recommendation of Brian from public works, we need to replace our water fountain.

Proposal: [Model EZS8L](#) (Currently Installed)



View Product Image Full Screen

Elkay Cooler Wall Mount ADA Non-Filtered, 8 GPH Light Gray Granite EZS8L

\$922

(List price shown in US dollars. Actual selling price may vary.)

WHERE TO BUY

2.3 | 3 Reviews

1 out of 3 (33%) reviewers recommend this product

5 questions and 5 answers for this product

WRITE A REVIEW



Model EZS8WSLK (Director's Recommendation)



View Product Image Full Screen

Elkay EZH2O Bottle Filling Station with Single ADA Cooler, Non-Filtered 8 GPH Light Gray EZS8WSLK

\$1,634

(List price shown in US dollars. Actual selling price may vary.)

WHERE TO BUY

0 Reviews

35 questions and 35 answers for this product

WRITE A REVIEW



Discussion: Each model was evaluated and a list of pros and cons was constructed. After consideration of the potential of both a vote was called for.

Motion: Approve the purchase of the EZS8WSLK Model of water fountain.



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1st: Janet Willman

2nd: Ann Denure

Vote outcome: 5/0 Passed

Director's Evaluation

Reason: The director's 6 mon. evaluation has come due.

Discussion: Stephen Scanlan talked about the evaluation he conducted with Katrina Linde-Moriarty and asked for further Board input on her performance. It was agreed that she has been conducting her duties and responsibilities to the satisfaction of the board and has fulfilled her benchmark set forth for the 6 month benchmark. Katrina Linde-Moriarty's next evaluation was set for the September Board Meeting.

Old Business

Library Director's Report

Reason: This report is given to the Library Board by the Library Director to improve communication and keep the Library Board up-to-date.

Discussion: The Library Director asked is the volume and quality of information presented to the board was adequate. The Board Members were satisfied with the style and type of information.

Trustee Short Talks: Strategic Planning - Postpones

Reason: The Library Board is working through the American Library Association's Trustee Short Take series of videos as a continuing education opportunity.

Discussion: This item was postponed to the next meeting due to technical difficulties. Two videos will be watched at the next meeting.

Adjourn

Motion to adjourn at 7:14pm.

1st: Stephen Scanlan

2nd: Theresa Dunlap

Vote outcome: 5/0 Passed