

# Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

## Meeting: **Library Board Meeting - Minutes**

**Date:** Tuesday, May 14th, 2019

**Time:** 6:00 PM – 7:30 PM

**Location:** Monticello Public Library

**Meeting Leader:** Katrina Linde-Moriarty

### ATTENDANCE:

Participant	Present	Participant	Present	Participant	Present
Ann Denure	x	Janet Willman	x		
Kenneth Colle	x	Stephen Scanlan			
Bob LaBarre	x	Katrina Linde-Moriarty	x		
<b>Guests:</b>					
1 Public Appearance	x				

### AGENDA ITEMS:

Start Time	Topic	Lead(s)
6:00 PM	Call to Order/Roll Call	Katrina
6:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	Katrina
6:10 PM	Approvals: <ol style="list-style-type: none"> <li>1. Meeting Minutes from               <ol style="list-style-type: none"> <li>a. 4.9.19</li> </ol> </li> <li>2. Agenda</li> <li>3. Finance Committee Report               <ol style="list-style-type: none"> <li>a. Director's Finance Report (Monthly, YTD)</li> </ol> </li> </ol>	Katrina
	New Business	
6:25 PM	Change Board Meeting Time	Katrina
6:35 PM	Library Closure for Homecoming	Katrina
6:40 PM	SLP Finance Request	Katrina
	Old Business	
6:50 PM	Investment Update	Katrina
7:00 PM	Library Director's Report	Katrina
7:10 PM	Trustee Short Talks: Library Policies & Evaluating the Library Director	Katrina
7:30 PM	Adjourn	Katrina
<b>Next Meeting: Tuesday, June 11th at 4:00pm</b>		

## 4.9.19- Item Descriptions for the Monticello Library Board Meeting

### Call To Order/Roll Call

Katrina Linde-Moriarty called the meeting to order at 6:00 p.m.

Roll Call:

Ann Denure	x	Janet Willman	x
Kenneth Colle	x	Stephen Scanlan	
Bob LaBarre	x	Katrina Linde-Moriarty	x

Guests:

Theresa Dunlap	
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### Meeting Minutes from 4.9.19

Motion: Approve the minutes from the previous board meetings.

Discussion:

1st: Ann Denure

2nd: Janet Willman

Vote outcome: 4/0 Pass

### Agenda

Motion: Approve the agenda.

Discussion:

1st: Kenn Colle

2nd: Bob LaBarre

Vote outcome: 4/0 Pass

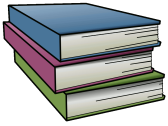
### Finance Committee Report

Motion: Approve the Finance Committee Report.

Discussion:

1st: Janet Willman

2nd: Ann Denure



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Vote outcome: 4/0 Pass

## Director's Finance Report

Discussion: No Report was delivered this month.

## New Business

### Change Board Meeting Time

Reason: With the joining of our village representative, we should look to see if our present meeting time and date work for all our board members.

Proposal: To be discussed at the meeting.

Discussion: The board members discussed their responsibilities and preference for an earlier start time due to conflicts in schedules.

Motion: Approve to move the library board meeting to 2nd Tuesday at 4:00 p.m.

1st: Ann Denure

2nd: Bob LaBarre

Vote outcome: 4/0 Pass

### Library Closure for Homecoming

Reason: The library has gotten approval from the Community Club to run a program on the Saturday of Homecoming. Since we usually only have one staff member at the library on Saturdays, we would like to close the library building on Sat, July 13th to allow staff to run a program at Homecoming.

Proposal: See reason above.

Discussion: Question of impact on library to be closed for the Saturday of Homecoming. Director stated impact will be minimal due to the communities interest in Homecoming.

Motion: Approve to close the library building on Sat, July 13th.

1st: Janet Willman

2nd: Ann Denure

Vote outcome: 4/0 Passed

## Summer Library Program Finance Request

Reason: There are items and expenses we would like to cover with donated funds to make sure we have a well supported and awesome Summer library program. Since this is our first year getting a grip on our finances and not having the added support from the Friends, we don't have an adequate way to compare our SLP to previous years. Having clearance from the board beforehand will help us react to unexpected costs quicker such as adding additional performers, restocking supplies, and offering wonderful prizes. It should be noted that the request has been inflated to include a buffer and it is not the intent of the director to use the full amount.

Proposal: Allow the director to use up to \$5,000 of donation funds to assist with purchases for the Summer Library Program.

Discussion: There was some question as to the current estimated costs. Director discusses the present purchases and the expected ones.

Motion: Approve the director to use up to \$5,000 of donation funds to assist with purchases for the Summer Library Program.

1st: Janet Willman

2nd: Bob LaBarre

Vote outcome: 4/0 Pass

## Old Business

### Addition: Investments

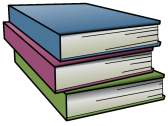
Reason: To further inform the board of where the Director and President are in the investment plan for the library's donated funds.

Discussion: A recap was given to the board of what actions have been taken so far. \$150,001 was successfully moved from the Greenwoods Checking account to a new account with the South Central Library System Foundation. CD options were discussed with low percentages. Research is ongoing for these. Fund Agreement from the Community Foundation of Southern WI with noticeable errors. Director will reach out to them for corrections and to establish better communication.

### 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: There were some questions on the new Genreification Project and on the library's progress with join LINKCat.



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## Trustee Short Talks: Strategic Planning & Evaluating the Library Director

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

Discussion: Postponed due to technical Difficulties.

## Adjourn

Motion to adjourn at 7:40 p.m.

1st: Ken Colle

2nd: Bob LaBarre

Vote outcome: 4/0 Pass