

Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: **Library Board Meeting**

Date: Tuesday, June 11th, 2019

Time: 4:00 PM – 5:35 PM

Location: Monticello Public Library

Meeting Leader: Katrina Linde-Moriarty

ATTENDANCE:

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

AGENDA ITEMS:

Start Time	Topic	Lead(s)
4:00 PM	Call to Order/Roll Call	Scanlan
4:05PM	Public Appearances and Citizen Comments (up to 30 min.)	Scanlan
4:10 PM	Approvals: <ol style="list-style-type: none"> 1. Meeting Minutes from <ol style="list-style-type: none"> a. 5.14.19 2. Agenda 3. Finance Committee Report <ol style="list-style-type: none"> a. Director's Finance Report (Monthly, YTD) 	Scanlan
	New Business	
4:25 PM	Library Improvements	Katrina
4:35 PM	Wifi Hotspot Policy	Katrina
4:45 PM	Personnel Policy Discussion	Katrina
	Old Business	
5:00 PM	Investments	Scanlan
5:15 PM	Director's Report	Katrina
5:25 PM	Trustee Short Talks: Evaluating the Library Director	Katrina
5:35 PM	Adjourn	Katrina
Next Meeting: Tuesday, July 9th at 4:00pm		

Item Descriptions for the Monticello Library Board Meeting

Call To Order/Roll Call

_____ called the meeting to order at _____.

Roll Call:

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

Guests:

Meeting Minutes from 5.14.19

Motion: Approve the minutes from the previous board meetings.

Discussion:

1st: _____

2nd: _____

Vote outcome: _____

Agenda

Motion: Approve the agenda.

Discussion:

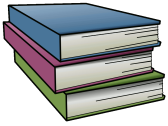
1st: _____

2nd: _____

Vote outcome: _____

Finance Committee Report

Motion: Approve the Finance Committee Report.



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Discussion:

1st: _____

2nd: _____

Vote outcome: _____

Director's Finance Report

Discussion:

New Business

Library Improvements

Reason:

Proposal: To be discussed at the meeting.

Discussion:

Wifi Hotspot Policy

Reason: Over the last month the Director has been testing out Wifi Hotspots from Sprint to see if they are a good resource for our community. The Library Board needs to approve a policy before they can be loaned out to patrons.

Proposal: See attached policy proposal.

Discussion:

Motion: Approve the WiFi Hotspot Policy.

1st: _____

2nd: _____

Vote outcome: _____

Personnel Policy Discussion

Reason: It has come to the attention of the Library Director that permanente part-time staff members do not earn leave benefit until after 5 years of employment. The Library Director would urges the board to consider prorating permanente part-time staff members in accordance to state statutes using the full-time position as a

base. There is still some more research on the state statues for what is considered as part-time and full-time statues before this policy change is fully brought to the board. This will solely be a discussion.

A tentative policy draft is attached.

Discussion:

Old Business

Investment Plan Update

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

Discussion:

Subitem: Community Foundation of Southern WI Fund Agreement

Reason: A new fund agreement has been brought to the board.

Proposal: See attached document.

Discussion:

Motion: Approve the Community Foundation of Southern WI Fund Agreement.

1st: _____

2nd: _____

Vote outcome: _____

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:

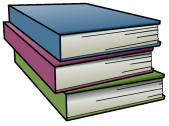
Trustee Short Talks: Evaluating the Library Director

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

Discussion:

Adjourn

Motion to adjourn at _____.



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1st: _____

2nd: _____

Vote outcome: _____