



Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: **Library Board Meeting**

Date: Tuesday, July 9th, 2019

Time: 4:00 PM – 5:45 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			
Robert LaBarre		Katrina Linde-Moriarty			
Guests:					
Craig Ellefson					

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. 6.11.19 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: Electrician's Estimates	Scanlan
4:40 PM	Personnel Policy	Katrina
4:50 PM	Internet Policy Discussion	Katrina
	Old Business	
5:10 PM	Investments	Scanlan
5:20 PM	Director's Report	Katrina
5:30 PM	Trustee Short Talks: Evaluating the Library Director	Katrina
5:45 PM	Adjourn	Katrina
Next Meeting: Tuesday, August 13th 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	
Robert LaBarre		Katrina Linde-Moriarty	

Guests:

Meeting Minutes from 6.11.19

Motion: Approve the minutes from the previous board meetings.

Discussion:

1st: _____

2nd: _____

Vote outcome: _____

Agenda

Motion: Approve the agenda.

Discussion:

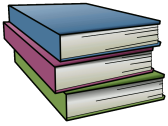
1st: _____

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: Electrician's Estimates

Reason: To move forward with our renovation project, the board needs to receive and decide upon an estimate from the submitted proposals.

Proposal: See attached documents.

Motion: To accept _____ proposal

Discussion:

Personnel Policy

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 urges the board to consider prorating permanente part-time staff members in accordance with state statutes using the full-time position as a base.

Proposal: See attached document.

Motion: To approve the Personnel Policy.

Discussion:

1st: _____

2nd: _____

Vote outcome: _____

Internet Policy Discussion

Reason: One of the stipulations of our e-Rate Grant for our technology is to pass a CIPA Compliant Internet Safety Policy.

Proposal: See attached document. (This is a draft. Highlighted areas cannot be altered.)

Discussion:

1st: _____

2nd: _____

Vote outcome: _____

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:

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 _____.

1st: _____

2nd: _____

Vote outcome: _____