



Monticello Public Library

512 E. Lake Avenue · Monticello, WI 53570

Meeting: Monthly Library Board Meeting Minutes

Date: Tuesday, August 13th, 2019

Time: 4:00 PM

Location: Monticello Public Library

Meeting Leader: Katrina Linde-Moriarty

ATTENDANCE:

Participant	Present	Participant	Present
Ann DeNure	x	Janet Willman	
Kenneth Colle	x	Stephen Scanlan	x
Robert LaBarre	x	Katrina Linde-Moriarty	x
Guests:			

AGENDA ITEMS:

Start Time	Topic	Lead(s)
4:00 PM	Call to Order/Roll Call	Scanlan
4:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	Scanlan
4:10 PM	Approvals: 1. Agenda 2. Minutes 3. Finance	Scanlan
4:20 PM	Director's Finance Report	Katrina
	Business	
4:30 PM	Bylaw Change: Quorum Definition	Scanlan
4:40 PM	Contractor Bids	Katrina
4:55 PM	Renovation Closure	Katrina
5:00 PM	Internet & Computer Use Policy Update	Katrina
5:10 PM	Director's Report	Katrina
5:20 PM	Adjourn	Scanlan
Next Meeting: Tuesday, September 10th at 4:00pm		

Item Descriptions for the Monticello Library Board Meeting

Call To Order/Roll Call

Scanlan called the meeting to order at 4:01 pm.

Roll Call:

Ann DeNure	x	Janet Willman	
Kenneth Colle	x	Stephen Scanlan	x
Robert LaBarre	x	Katrina Linde-Moriarty	x

Guests:

Agenda

Motion: Approve the agenda as set.

Discussion:

1st: Ken Colle 2nd: Bob LaBarre

Vote outcome: 4/0 Passes

Minutes

Motion: Approve the minutes from 7/9/19, 7/25/19, & 8/1/19.

Discussion:

1st: Ann DeNure 2nd: Ken Colle

Vote outcome: 4/0 Passes

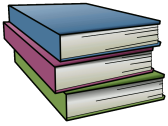
Finance Report

Motion: Approve the Finance Report as given.

Discussion:

1st: Ann DeNure 2nd: Bob LaBarre

Vote outcome: 4/0 Passes



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Director's Finance Report

Discussion: The Director discussed that the budget would be evaluated and constructed in the next month.

Business

Bylaw Change: Quorum Definition

Reason: Presently the library board's bylaws sets the quorum at 4. It has been suggested to change this bylaw to a quorum of 3 or more.

Motion: Update the Monticello Public Library Board's Bylaw from a quorum of 4 to a minimum quorum of 3 members.

Discussion: There was some discussion on the merits of the change and weighing the pros and cons of dropping the quorum to 3 or more under Robert's Rules of Order.

1st: Bob LaBarre 2nd: Ken Colle

Vote outcome: 4/0 Passes

Contractor Bids

Reason: To discuss and select the Contractor Bid for our upcoming renovation project.

Motion: To accept T.C. Construction's bid for our renovation project as presented and not to exceed \$4,250.

Discussion: There were a few clarifying questions and an amendment to include "not to exceed" to the language of the motion.

1st: Ken Colle 2nd: Ann DeNure

Vote outcome: 4/0 Passes

Renovation Closure

Reason: After selecting the Electrician and Contractor for our project, the library board needs to set and approve the closure of the library while the renovation takes place.

Motion: Move to closed the library from September 9th to September 14th, 2019 in order to conduct renovations with extensions at the Director's discretion.

Discussion: There were questions asked to the director behind the rationale for choosing this week. She cited it falling outside the holiday week, a good transition point from summer to fall programming, and the contractor's availability.

1st: Bob LaBarre 2nd: Ann DeNure

Vote outcome: 4/0 Passes

Internet & Computer Use Policy Update

Reason: One of the stipulations of our e-Rate Grant for our technology is to pass a CIPA Compliant Internet Safety Policy. This is an opportunity to take a look at our present policy and make updates.

Motion: Approve the updated policy as presented.

Discussion: There was further discussion on the liability and responsibility of the board and the library as a whole in undertaking this policy. The Director assured the board that the risk was minimal and the library had a duty to protect patrons' privacy and confidentiality along access to the computers and internet.

1st: Ann DeNure 2nd: Bob LaBarre

Vote outcome: 4/0 Passes

Director's Report

Discussion: Some clarifying questions about the report given were asked of the Director.

Adjourn

Motion to adjourn at 4:59 pm.

1st: Ann DeNure 2nd: Bob LaBarre

Vote outcome: 4/0 Passes