**Meeting: Library Board Meeting**

**Date:** Tuesday, February 19th, 2019

**Time:** 6:00 PM – 7:35 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: |  |  |  |  |  |
| Martha Van Pelt | x |  |  |  |  |

**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:   1. Meeting Minutes from 12.11.18 2. Agenda 3. Finance Committee Report | Scanlan |
|  | New Business |  |
| 6:25 PM | Holiday Closures for 2019 | Katrina |
| 6:35 PM | New Library Hours | Katrina |
| 6:50 PM | Director’s Vacation Request | Katrina |
|  | Old Business |  |
| 7:00PM | Investment Research | Katrina |
| 7:10 PM | Library Director’s Report | Katrina |
| 7:20 PM | Trustee Short Talks | Katrina |
| 7:35 PM | Adjourn | Scanlan |
| **Next Meeting: Tuesday, March 5th at 3:30pm** | | |

### Call To Order/Roll Call

Scanlan called the meeting to order at 6:03pm.

Roll Call:

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

Guests:

|  |
| --- |
| Martha Van Pelt |

### Meeting Minutes from 12.11.18 and 1.8.19

Motion: Approve the minutes from the previous board meeting.

Discussion: Although minutes were shared in the digital board packet, they were not in the physical one.

Outcome: Per the request of the director, this approval was postponed to the next monthly board meeting to allow the board members time to review the materials.

### Agenda

Motion: Approve the agenda.

Discussion:

1st: Ken Colle

2nd: Ann Denure

Vote outcome: Passed 5/5

### Finance Committee Report

Motion: Approve the Finance Committee Report.

Discussion:

1st: Theresa Dunlap

2nd: Janet Willman

Vote outcome: Passed 5/5

### New Business

### SCLS Foundation Investment Presentation

Reason: The Library Board is researching investment vehicles for our donated funds.

Discussion: Financial investment questions were asked of guest Martha Van Pelt about the South Central Library Foundation. The board called for a future meeting to discuss the investment presentations on March 5th at 3:30pm.

### SCLS ILS and Tech Memorandum of Understanding

Reason: The Library Board needs to approval the formal agreement for moving our ILS system from Follett Destiny to LINKcat and to have SCLS support and operate our technology.

Proposal: See document.

Discussion:

Motion: Approve the SCLS ILS and Tech Memorandum of Understanding as stated in the given document with the correction of one date to be signed by the Library Board President and Library Director.

1st: Ann Denure

2nd: Ken Colle

Vote outcome: Passed 5/5

### Adoption of State Chapter 43

Reason: The Village of Monticello has requested the Monticello Public Library formally adopt the State Statute Chapter 43 into our bylaws to clarify the villages and library’s relationships under the law.

Discussion: There was discussion about the importance and relevance of needing to re-adopt the State Chapter 43.

Motion: Approve the adoption the State Statute Chapter 43.

1st: Janet Willman

2nd: Ken Colle

Vote outcome: Passed 5/5

### Annual Report

Reason: The Library Board needs to approval the library’s Annual Report before it is signed and submitted to the Department of Instruction.

Proposal: See document in packet. This is a required report that is delivered to DPI, SCLS, Monroe Public Library (our resource library), and the Village.

Discussion: There was discussion about how the data was gathered and calculated.

Motion: Approve the Annual Report as stated in the given document to be signed by the Library Board President and Library Director.

1st: Ken Colle

2nd: Janet Willman

Vote outcome: Passed 5/5

### 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

Discussion: General inquiries about the library were voiced.

### Trustee Short Talks: Library Advocacy

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

Discussion: The director talked about different ways the library board could help advocate for the library.

### Trustee Short Talks: Library Advocacy

Motion to adjourn at 8:25pm.

1st: Ann Denure

2nd: Theresa Dunlap

Vote outcome: Passed 5/5