

OPERATIONS COMMITTEE MEETING MINUTES – September 12, 2023

1. Meeting called to order at 3:32 p.m. All committee members present.
2. No public Comment
3. Joyce moved and Maeve seconded a motion to approve the agenda. Motion carried.
4. Wendy moved and Kay seconded to approve the minutes of the June 6th meeting. Motion carried.
5. Riti provided an overview of the 2024 proposed budget. Joyce moved and Wendy seconded a motion to approve the proposed budget as presented. Motion carried. Members noted that Personnel issues that may affect the budget should be on an Operations Committee agenda by late summer.
6. Agenda item moved to end of agenda.
7. Riti shared with the committee the Job description for a proposed new position – Data, Grant and Projects Coordinator. Joyce moved and Kay seconded a motion to approve the new position with noted revisions (add Preferred Bachelors, remove lucrative and remote work statement) Motion carried. Operations Committee should review position after 6 months.
8. Riti provided committee members with the “Proposal for Strategic Plan Development, Consulting and Facilitation Services” from WiLS. Members reviewed and discussed the advantages and disadvantages of the proposal and need for a strategic Plan. Wendy moved and Joyce seconded to recommend the board approve up to \$20,000 to engage a consultant for the development of a Monarch Library System Strategic Plan. Motion carried.
6. Director’s annual Review/Evaluation. Wendy moved and Joyce seconded to go into closed session based on Wi Stat. 19.85(1)(c). Roll call vote taken. Motion carried. Closed session started at 4:50 pm.

Riti presented her goals, challenges, accomplishments, work relationships, board support and goals for the next review period.

John moved and Wendy seconded to return to open session. Roll call vote taken. Motion carried. Closed session ended at 5:32.
9. Next meeting: Tuesday, October 3, 2023 at 3:30 Lakeview Community Library.
10. Wendy moved, and Maeve seconded a motion to adjourn. Meeting adjourned at 5:34

Minutes submitted by Kay Marose