

## DCLS 2017 Planning Calendar

January 5	Action/Discussion items	Notes
<b>Annual meeting</b>	<ul style="list-style-type: none"> <li>-Annual meeting</li> <li>-Election of officers: President, VP, Secretary</li> <li>-Plan of Service review</li> </ul>	<ul style="list-style-type: none"> <li>-John Englesby final term exp 1/31; will serve until vacancy is filled.</li> <li>-Michelle Jensen final term exp 1/31; will work on possible replacement.</li> <li>-Karen Saunders term exp 1/31; can be reappointed.</li> </ul>
<b>February 2</b>	<ul style="list-style-type: none"> <li>-Review/approve 2016 Annual Report</li> <li>-Approve payments for Delivery &amp; ILS/Tech Services</li> <li>-Approve 2017 payments to libraries outside Dane County</li> </ul>	<ul style="list-style-type: none"> <li>-New member terms begin</li> <li>-Garden Expo</li> </ul>
<b>March 2</b>	<ul style="list-style-type: none"> <li>-Approve 2017 Annual Report</li> <li>-Review Standards compliance</li> <li>-Outreach Services Policy</li> </ul>	<ul style="list-style-type: none"> <li>-Kids Expo</li> </ul>
<b>April 6</b>	<ul style="list-style-type: none"> <li>-Review library standards compliance with notice to libraries</li> <li>-Adj County contract w/SCLS</li> </ul>	<ul style="list-style-type: none"> <li>-Standards data deadline: April 1</li> <li>-National Library Week, April</li> <li>-National Bookmobile Day, April</li> </ul>
<b>May 4</b>	<ul style="list-style-type: none"> <li>-Preliminary discussion of 2018 budget</li> <li>-Preliminary estimates of 2018 payments to libraries</li> <li>-Approve Dane County library payments</li> </ul>	<ul style="list-style-type: none"> <li>-Notify libraries not meeting standards: May 15</li> </ul>
<b>June 2</b>	<ul style="list-style-type: none"> <li>-2018 budget discussion</li> </ul>	<ul style="list-style-type: none"> <li>-Deadline for standards compliance plans: June 15</li> <li>-Summer Library Program kick off: June</li> <li>-ALA Chicago</li> </ul>
<b>July 6</b>	<ul style="list-style-type: none"> <li>-Adopt 2018 budget proposal</li> <li>-Determine standards compliance</li> <li>-Approve 2018 contracts with libraries making payments to DCLS and authorize Board President and Director to sign</li> </ul>	<ul style="list-style-type: none"> <li>-Deadline for libraries outside Dane Co to submit circ/financial data and request county payment: July 1</li> <li>-Deadline for written appeals of Library Board decisions relative to standards compliance: July 22 (15 days from decision date).</li> </ul>

contracts contingent on the municipal library board signing Director meets with County budget team

---

<b>August 3</b>	-2018 budget due to County early August (TBD)	-Equalized valuation published August 15 -Notify libraries of minimum municipal appropriation for 2018 necessary to exempt from County Library Tax -Municipal library deadline to provide exemption resolution: October 20 1) Regular: meeting standards 2) Contingent: meeting standards 3) Provisional: not meeting standards 4) Regular: standards do not apply
<hr/>		
<b>September 7</b>	-2018 budget deliberation calendar	-Quilt Expo
<hr/>		
<b>October 5</b>		-County Exec Budget released: October 1 -Verify exempting resolutions are on file -WLA
<hr/>		
<b>November 2</b>	-Appointment of officer nominating committee (President) -Appointment of Library Director evaluation committee (President) -Discussion of Member ILS vote	-Library board term expiration: Pat Behling, Jon Hochkammer, Gary Ferron
<hr/>		
<b>December 7</b>	-Adopt 2018 calendar -Approve contracts for extension of services with all other municipal libraries in Dane Co	-Notify County Executive of board expiring terms
<hr/>		