

DCLS 2016 Planning Calendar

January 7	Action/Discussion items	Notes
Annual meeting	<ul style="list-style-type: none"> -Annual meeting -Election of officers: President, VP, Secretary -Approve 2016 payments to libraries outside Dane County -Approve Dane County library payments -Plan of Service review/revisions 	<ul style="list-style-type: none"> -Liz Dannedbaum term exp 1/31; reappointed. -Wild Wisconsin Winter, Jan 20 & 21 -WLA Executive Director to visit Library Board
February 4	<ul style="list-style-type: none"> -Review/approve 2015 Annual Report -Approve payments for Deliver & ILS/Tech Services -Standards revision recommendations 	<ul style="list-style-type: none"> -New member terms begin -Garden Expo, February 12-14 -SCLS Foundation presentation to Library Board
March 3	<ul style="list-style-type: none"> -Approve 2016 Annual Report -Review Standards compliance -Outreach Services Policy 	<ul style="list-style-type: none"> -Kids Expo, March 6 -World Book Day, March 3
April 7	<ul style="list-style-type: none"> -Approve amended 2016 Annual Report -Review library standards compliance with notice to libraries 	<ul style="list-style-type: none"> -Standards data deadline: April 1 -National Library Week, April 10-16 -National Bookmobile Day, April 13
May 5	<ul style="list-style-type: none"> -Preliminary discussion of 2017 budget -Preliminary estimates of 2017 payments to libraries 	<ul style="list-style-type: none"> -Notify libraries not meeting standards: May 15 -WAPL conference, May 11-13 -Children's Book Week, May 2-8
June 2	<ul style="list-style-type: none"> -2017 budget discussion 	<ul style="list-style-type: none"> -Deadline for standards compliance plans: June 15 -Summer Library Program kick off: June 20 -Combine with July meeting?
July 7		<ul style="list-style-type: none"> -Deadline for libraries outside Dane Co to submit

-Adopt 2017 budget proposal
 -Determine standards compliance
 -Approve 2017 contracts with libraries making payments to DCLS and authorize Board President and Director to sign contracts contingent on the municipal library board signing
 circ/financial data and request county payment: July 1
 -Deadline for written appeals of Library Board decisions relative to standards compliance: July 22 (15 days from decision date).
 Director meets with County budget team
 -WiLS World, July 19 & 20

August 4
 -2017 budget due to County early August (TBD)
 -Plan of Service revisions
 -Equalized valuation published August 15
 -Notify libraries of minimum municipal appropriation for 2017 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

September 1
 -2017 budget deliberation calendar
 -Plan of Service (including Standards) approval
 -Quilt Expo: September 8-10

October 6
 -2017 budget deliberation calendar
 -Plan of Service (including Standards) approval
 -County Exec Budget released: October 1
 -Verify exempting resolutions are on file
 -WLA: October 25-28, Milwaukee

November 3
 -Appointment of officer nominating committee (President)
 -Appointment of Library Director evaluation committee (President)
 -Library board term expiration: John Englesby, Michelle Jensen, Karen Saunders, Pat Behling

December 1
 -Adopt 2017 calendar
 -Approve contracts for extension of services with all other municipal libraries in Dane Co
 -Notify County Executive of board expiring terms