

DCLS 2018 Planning Calendar

January 4	Action/Discussion item	Notes
Annual meeting	-Annual meeting -Election of officers: President, VP, Secretary -Plan of Service review	-Jon Hochkammer & Gary Feron terms expire -Janet Vanderburgh (SP) & Kristi Williams (CG) as possible trustees
February 1	-Review/approve 2017 Annual Report -Approve payments for Delivery & ILS/Tech Services -Approve 2018 payments to libraries outside Dane County	-New member terms begin -Garden Expo -Home Remodel Show
March 1	-Approve 2017 Annual Report -Review Standards compliance -Outreach Services Policy	-Kids Expo
April 5	libraries -Adj County contract w/SCLS	-Standards data deadline: April 1 -National Library Week, April -National Bookmobile Day, April
May 3	-Preliminary discussion of 2019 budget -Preliminary estimates of 2019 payments to libraries -Approve Dane County library payments	-Notify libraries not meeting standards: May 15
June 7	-2019 budget discussion -Alternative July meeting date?	-Deadline for standards compliance plans: June 15 -Summer Library Program kick off: June
July 5	-Adopt 2019 budget proposal -Determine standards compliance -Approve 2019 contracts with libraries making payments to DCLS and authorize Board President and Director to sign contracts contingent on the municipal library board signing	-Deadline for libraries outside Dane Co to submit 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
August 2	-2019 budget due to County early August (TBD)	-Equalized valuation published August 15 -Notify libraries of minimum municipal appropriation for 2019 necessary to exempt from County Library Tax -Municipal library deadline to provide exemption resolution: October 20
September 7	-2019 budget deliberation calendar	-Quilt Expo
October 5		-County Exec Budget released: October 1 -Verify exempting resolutions are on file

-WLA

November 2

-Appointment of officer nominating committee (President)-Library board term expiration:
-Appointment of Library Director evaluation committee Pat Behling, Jon Hochkammer, Gary Ferron
(President)

December 7

-Adopt 2019 calendar -Notify County Executive of board expiring terms
-Approve contracts for extension of services with all other
municipal libraries in Dane Co
