

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, November 25, 2014**

President Linda Hiland called the meeting to order at 6:33 p.m. in the New Glarus Village Hall Board Room. Trustees present (in addition to Hiland) were: Kevin Budsberg, Lexa Speth, Petra Streiff and Becky Weiss. Jody Hoesly and Suzi Janowiak were absent. Also in attendance was Library Director Lauren White.

**APPROVAL OF AGENDA:** Moved to approve the agenda by B. Weiss, second by K. Budsberg. Motion Carried.

**COMMENTS & QUESTIONS FROM THE PUBLIC:** There were no comments or questions.

**OLD BUSINESS:**

- A. DISCUSSION & CONSIDERATION: CONDUCT POLICY:** Prior to the meeting K. Budsberg had emailed draft #2 of the Conduct Policy. Discussion of items, typographical edits and moving items from one section of the policy as they fit better under a different category were all discussed. K. Budsberg once again volunteered to incorporate the edits and email the updated draft for review at an upcoming meeting.
- B. DISCUSSION & CONSIDERATION: CREDIT CARD:** Director White reported that Village Clerk-Treasurer Lynne Erb had offered to contact the Bank of New Glarus (BNG) regarding the credit cards and authorized users. Director White had a follow-up call with the BNG and in response to a question from K. Budsberg; that the BNG said all personal information related to past Library Directors has been removed from the account. Director White also reported that the BNG discussed with her the policy of having personal names on the credit card and how it relates to fraud protection.

**REPORTS/DISCUSSION/CONSIDERATION:**

- A. ADMINISTRATION TEAM:** B. Weiss reported that the CFSW (Community Foundation of Southern Wisconsin) report balanced last month and that the charts had been emailed prior to the meeting.
- B. BUILDING COMMITTEE:** Nothing to report. L. Hiland asked if we needed to schedule another meeting; consensus was not at this time as we are waiting on the report detailing the condition of the Village Hall.
- C. CO-CHAIRS TEAM:** Kevin Budsberg, Rachel Frye and Jim Roberts have agreed to become Co-Chairs for the campaign. They are looking at meeting in early December to discuss schedules, additional team members, transfer of information, upcoming fund raisers, etc. Barb Anderson, Dan Gartzke, Jim Grant and Suzi Janowiak will assist with the transition. We are extremely appreciate of the time and efforts that Barb, Dan, Jim and Suzi have done over the years.
- D. COMMUNICATION TEAM:** The "Know Your Library" articles will be stopped over the holidays. We are planning on bringing the articles back in 2015 and will be discussing possible format changes to the articles.

- E. GRANTS TEAM:** K. Budsberg mentioned checking into possible grant opportunities thru TDS and MG&E. B. Weiss reported that the final report for the Dr. Scholl grant had been submitted.
- F. PARTNERSHIP TEAM:** Looking at setting up meetings after the holidays with various groups to introduce Director White.
- G. VILLAGE BOARD LIAISON:** P. Streiff reported that nothing has yet been communicated about the timing of the report detailing the condition of Village Hall. She also provided a summary of the meeting about the 2015 Village Budget. P. Streiff then responded to trustee questions about referendums, the schedule for upcoming Village Board meetings, and the condition report for the Village Hall.

**ADJOURNMENT:** Meeting adjourned on a motion by L. Hiland, second by K. Budsberg. Motion carried at 8:07 p.m.

*Respectfully Submitted,  
Becky Weiss, Secretary*

*MINUTES APPROVED AT THE DECEMBER 9, 2014 LIBRARY BOARD MEETING.*