

**Village of New Glarus
Minutes of the Library Board of Trustees
New Glarus Public Library
Tuesday, February 24, 2015**

President Linda Hiland called the meeting to order at 6:37 p.m. in the New Glarus Village Hall Board Room. Trustees present (in addition to Hiland) were: Kevin Budsberg, Jody Hoesly, Suzi Janowiak, Lexa Speth, and Becky Weiss. Petra Streiff was absent. Also in attendance was Library Director Lauren White.

ANNOUNCEMENT: The Library Board will convene into a closed session called under Wisconsin State Statute 19.85 (1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility (Library Director Performance Evaluation).

APPROVAL OF AGENDA: Moved to approve the agenda by K. Budsberg, second by L. Speth. Motion Carried.

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

NEW BUSINESS:

A. DISCUSSION & CONSIDERATION: CLOSING OF THE 2014 FISCAL YEAR: K. Budsberg started by mentioning that we will have a carryover balance this year and felt we needed to discuss again how those funds would be utilized. J. Hoesly mentioned that we have discussed in the past computer replacement schedule, additional database purchases, programming, and other items to increase services to the community. In response to a question about physical items in the library Director White added that the carpet will need to be replaced at some point. L. Hiland also pointed out that we have started and will need to continue to fund the "Reserve Personnel Fund." S. Janowiak added that the Village regularly has a surplus and carries it over for future items as well. B. Weiss commented on the Wisconsin State Statute that affords the Library Board control of how the funds are utilized. K. Budsberg, L. Hiland, B. Weiss and Director White all then commented on various budget line items. Consensus was to wait for the final figures from the Auditors and that this will be a future agenda item.

REPORTS/DISCUSSION/CONSIDERATION:

- A. ADMINISTRATION TEAM:** B. Weiss reported that the CFSW report balanced last month and that the charts had been emailed prior to the meeting. L. Hiland asked what type of accounts the funds are held in; B. Weiss replied that CFSW holds the Capital Campaign funds in a money market fund and that Endowment funds are held in mutual funds.
- B. BUILDING COMMITTEE:** Wayne Duerst, L. Hiland, J. Hoesly, Director White, and B. Weiss met on February 12th. The Building Committee (BC) examined the Village Hall Review prepared by Mike Fenley, Building Inspector for the Village of New Glarus, discussed past studies, current and future needs of the library and came up

with a list of points and a recommendation that is in draft form for tonight's discussion. S. Janowiak started by asking about timing and is this a discussion we wished to table since P. Streiff was not available tonight. Consensus was to start discussing, covering edits, etc. and as discussion continued we could always table if we touched on an item that needed additional research. We started with minor typographical and formatting changes. In response to a question from B. Weiss we had a discussion about the site selection preference of Glarner Park first, West Side site second. J. Hoesly asked if there were any new updates from the New Glarus School District about giving up Glarner Park and building a new field out at the school; last update was the School is still interested. Discussion then covered how our current collection size is rated below the basic level for our service population, ADA requirements, updates need to HVAC, electrical, plumbing, roof, etc. B. Weiss and K. Budsberg ran through our options with the report tonight: send back to the BC, approve, or table. J. Hoesly offered to make the corrections and L. Hiland will forward the final version to Village Administration. Moved to approve this document (New Glarus Public Library Board Response to the Village of New Glarus Village Hall Plan Review) with minor typographical changes and forward to the Village Board by S. Janowiak, second by K. Budsberg. Motion Carried.

- C. CO-CHAIRS TEAM:** Next meeting is currently scheduled for March 17th with a focus on securing volunteers for upcoming events. L. Hiland added that the Friends of NGPL are currently meeting the 3rd Wednesday of every month, that we are welcome to always attend one of their meetings. In addition, our participation and promotion of upcoming events such as FootGolf at Argue-Ment Golf Course and the annual book sale are appreciated and encouraged. In response to a question from B. Weiss, K. Budsberg replied that he has been staying in contact with Jodi Bender Sweeney regarding Co-Chair activities.
- D. COMMUNICATION TEAM:** Nothing to report.
- E. GRANTS TEAM:** J. Hoesly reported that our "SAM" login that is used for the NEH grant is coming up for its annual renewal; the renewal is free so J. Hoesly will take care of completing the renewal process.
- F. PARTNERSHIP TEAM:** Prior to the meeting L. Hiland had emailed a summary of the meeting held on February 12th with L. Hiland, Director White and from the New Glarus School District – Jennifer Thayer, Amy Thurow and Katelyn Hansen. They discussed the "Go Big Read" program, tutor.com, digital library cards, summer reading program, teen programming, "Battle of the Books" and better utilizing databases that SCLS offers. Director White has been invited to provide a brief presentation on the tutor.com database, at the next teacher in-service day scheduled for March 9th.
S. Janowiak and Director White met with Rick Colby, Executive Director of the New Glarus Home where they discussed services such as monthly book talks, homebound services, and other activities.
- G. VILLAGE BOARD LIAISON:** Nothing to report.
- H. FRIENDS OF THE LIBRARY:** S. Janowiak reminded us that the Friends are preparing for a FootGolf event to be held Sunday, May 17th at Argue-Ment Golf Course. She also added that another fun and successful Trivia Night was held earlier this month.

CONVENE INTO CLOSED SESSION: Moved to go into closed session by B. Weiss, second by S. Janowiak. By roll call vote: K. Budsberg-yes; L. Hiland-yes; J. Hoesly-yes; S. Janowiak-yes; L. Speth-yes; and B. Weiss-yes. Motion carried at 7:53 p.m.

CONVENE INTO OPEN SESSION: Moved to go into open session by S. Janowiak, second by K. Budsberg. By roll call vote: K. Budsberg-yes; L. Hiland-yes; J. Hoesly-yes; S. Janowiak-yes; L. Speth-yes; and B. Weiss-yes. Motion carried at 8:06 p.m.

RESULTS OF CLOSED SESSION: Library Board has completed the Library Director's six month evaluation. Library Director White has completed successfully her first six months.

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

*Respectfully Submitted,
Becky Weiss, Secretary*

MINUTES APPROVED AT THE MARCH 10, 2015 LIBRARY BOARD MEETING