

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

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, Jody Hoesly, Petra Streiff and Becky Weiss. Suzi Janowiak and Lexa Speth 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: THE CLOSING OF THE 2014 FISCAL YEAR:

Director White started by providing an overview of the 2014 budget. B. Weiss questioned how much was needed in the reserve personnel fund to cover retirement payouts. K. Budsberg added that his goal is to have, at minimum, funding to cover one year of family plan coverage for a full-time employee. J. Hoesly agreed with that goal and would like to see funds for programming be considered as well. Discussion continued with trustees commenting on health care, dental benefits, and retirement payout projections. Moved to take \$12,500.00 of surplus funds and place in the Reserve Personnel Fund, to reflect a full year cost of health benefits by K. Budsberg, second by J. Hoesly. Motion Carried.

K. Budsberg asked if the 2016 County Aid numbers had arrived yet; Director White said yes earlier this afternoon and that she would review and share in the near future.

B. DISCUSSION & CONSIDERATION: 2015 BUDGET: Incorporated into previous budget discussion earlier tonight. B. Weiss asked Director White how she was feeling with the budget process, especially since she now has real numbers to enter for the first months of 2015 instead of dealing mostly with projected numbers.

Director White shared that certain items are very easy to adjust as for example the computers are on a replacement schedule. Other such as Continuing Education and the Summer Reading Program are more difficult to calculate. L. Hiland asked about the \$6 charge listed for Vet's Park Flood Study; B. Weiss thought it was to adjust that line item to zero. Director White will research the adjustment.

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. She also praised CFSW for once again being timely with their response to two questions on this month's report. K. Budsberg added that when obtaining money orders at The Bank of New Glarus the fee is waived for the Library accounts.

B. BUILDING COMMITTEE: Nothing to report

- C. CO-CHAIRS TEAM:** Did have a meeting March 17th and had multiple individuals volunteer to assist with upcoming events. They are looking at their next meeting being held on April 16th.
- D. COMMUNICATION TEAM:** L. Hiland asked if it was time to renew the “Know Your Library” articles and if so let’s discuss timing and article ideas. All agreed that starting up the articles was a good idea, but had varying opinions on topics and timing. Some of the topics mentioned were: features of what the Library offers, circulation and programming numbers, expansion, endowment and operating funds, grants, etc. L. Hiland volunteered to start drafting an article and P. Streiff offered to assist with the draft. As for timing the one thing we all agreed on was that the articles do not need to be done weekly.
- E. GRANTS TEAM:** Nothing to report.
- F. PARTNERSHIP TEAM:** L. Hiland did inquire if we wanted to start thinking about a different individual to attend meetings of the New Glarus Chamber as Dan Gartzke is no longer a co-chair and he had attended some Chamber Board meetings in the past as he is a Chamber member.
- G. VILLAGE BOARD LIAISON:** P. Streiff shared a summary of Village Trustees feedback from the meeting where the Library Boards response to the use of the Village Hall was discussed.
- H. FRIENDS OF THE LIBRARY:** L. Hiland asked Director White about the on-line registration link on the Library website; Director White replied that it is intended to give you a spot to download the form and mail it in, not an actual on-line registration process. Director White then provided a summary of the Friends last meeting:
- Some new members
 - Working on a Facebook page
 - Planning for the Foot Golf event on May 17th at Argue-Ment Golf Course
 - Reviewed their By-Laws
 - Continue to sponsor the movie license and agreed to sponsor the “Traveling Lantern” program
 - Decided to cancel the on-line book club “Dear Reader”

ADJOURNMENT: Meeting adjourned on a motion by J. Hoesly, second by K. Budsberg. Motion carried at 8:01 p.m.

*Respectfully Submitted,
Becky Weiss, Secretary*

MINUTES APPROVED AT THE APRIL 14, 2015 LIBRARY BOARD MEETING