

**Village of New Glarus
Minutes of the Library Board of Trustees
New Glarus Public Library
Tuesday, February 9, 2016**

Vice President Suzi Janowiak called the meeting to order at 6:32 p.m. in the New Glarus Village Hall Board Room. Trustees present (in addition to Janowiak) were: Kevin Budsberg, Jody Hoesly, Lexa Speth and Becky Weiss. Linda Hiland and Petra Streiff were absent. Library Director Lauren White was also in attendance.

APPROVAL OF AGENDA: The agenda was approved on a motion by B. Weiss, second by J. Hoesly. Motion Carried.

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

NEW BUSINESS:

- A. DISCUSSION & CONSIDERATION: 2015 ANNUAL REPORT:** Prior to the meeting Director White had circulated the 2015 Annual Report. Director White reported that there were no major changes but did point out that some fields and how the numbers are reported had changed since previous years. For example, the section where the capital campaign funds held by CFSW (Community Foundation of Southern Wisconsin) is reported in a different section this year. Additionally, for program attendance it changed from reporting for all ages to being segmented by children, teens and adults. Director White then responded to questions from L. Speth, K. Budsberg and J. Hoesly clarifying what items are included in different sections of the report. B. Weiss moved to approve the statement "The New Glarus Public Library Board of Trustees hereby states that in 2015, the South Central Library System **Did** provide effective leadership and adequately meet the needs of the Library." second by J. Hoesly. Motion Carried. Moved to approve the 2015 Annual Report for the New Glarus Public Library by B. Weiss, second by J. Hoesly. Motion Carried.

OLD BUSINESS:

- A. DISCUSSION & CONSIDERATION: LIBRARY BUILDING PROJECT:** S. Janowiak had received an email from Petra Streiff with the following update: Village Administrator Bryan Gadow continues to work on the Glarner Park land lease and it is unlikely to be ready for review in February. Next it was asked if anyone had an update on whether the New Glarus School District had been updated or had any meetings. S. Janowiak was going to check with P. Streiff as she (P. Streiff) sits on the Parks and Recreation Committee (PRC) and the PRC has been in contact with the School District in the past. This lead into a discussion between K. Budsberg, L. Speth and J. Hoesly focusing on the School District budget, funding, grants and focus on programs related to STEM (Science, Technology, Engineering and Mathematics).

BILLS / FINANCIAL REPORT: There was one set of bills presented: the February 9, 2016 bills totaled \$1,462.05. The bills were initialed by trustees to show approval for payment. After the meeting Director White will email the monthly financial report prepared by Village Clerk-Treasurer Lynne Erb. Treasurer Kevin Budsberg added that he had followed up and the

Endowment fund is now displaying on the CFSW (Community Foundation of Southern Wisconsin) website.

DIRECTOR'S REPORT:

Community Foundation Grant (cont...)

We continue to move forward with exciting ways to use grant funds and we've been making some great progress here at the library. On Thursday, February 04, 2016, we hosted our first coloring club for adults, complete with a Keurig, homemade brownies, and ambient music. The Keurig is one of our newest library additions/amenities and we've received very positive feedback about it. Because storage space is such a challenge for us, we've decided to place the Keurig in the library for use even when we're not programming. When used during programming, drinks are free of charge, and when it's not used during programming, we ask that patrons pay \$1/cup or \$.75 if they bring their own cup—this way we're able to remain self-sustaining. Erica recently came up with a great programming idea to fold into this grant that we're very excited to roll out for National Library Week. We'll have a cookbook available to patrons and their task is to cook one recipe from it and then bring it to a potluck at the library. She saw this on a programming blog and liked the idea so much that she decided NGPL should give it a whirl—I can't agree more.

January Staff Meeting

Library Board President Linda Hiland came to the January staff meeting to update staff on the library building project and answer any questions staff had. At this meeting, staff also brainstormed ways to make our back issues of magazines more visible. We've decided to use magnetic strips with a sign noting more magazines are behind the shelves.

Magazine Subscriptions

Erica and I carefully reviewed our magazine subscriptions this year to figure out which titles we wanted to keep, add, and delete from our collection. She noted that in the time she's been in charge of managing the subscriptions that we've lost about 20 titles, but never added any additional ones. So, we went to work to figure out what would be in our price range and what we think patrons will like. We asked various staff members what they thought and through collaboration, nailed down some really great titles for 2016. We've added some alternative medicine titles, additional travel titles, and some additional home design and décor titles to name a few. These should start arriving in the next month or so and we're so glad that we're able to diversity the collection to represent the interests of our community.

Summer Reading Program Planning

It's hard to believe that SRP time is almost upon us, but it will be here before we know it. Ignacia, Erica, and I met to discuss the details of this year's program and decide how we wanted to incentivize it. We also discussed the number of performers we wanted, how to schedule them, and the budget for the program. This year, the theme is sports and fitness, so we have some exciting activities we plan to tie into it.

**New Glarus Public Library Program Attendance
January 2016**

Activity	Date	Number of Attendees
Scrabble	Tuesday, January 5 th	3
Preschool Storytime	Friday, January 8 th	13C/6A
Scrabble	Tuesday, January 12 th	0
Middle School Visit	Tuesday, January 12 th	46C/3A
Adult Book Club	Wednesday, January 13 th	10
Preschool Storytime	Friday, January 15 th	18C/10A
Scrabble	Tuesday, January 19 th	5
Preschool Storytime	Friday, January 22 nd	20C/8A
Scrabble	Tuesday, January 26 th	0
Preschool Storytime	Tuesday, January 29 th	20C/9A

TOTAL LIBRARY INVESTMENTS	57,222.62
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**FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)
Community Foundation of Southern WI [most recent information available]**

Library Capital Campaign Fund	
CASH Deposits thru 11/30/15	648,694.91
Interest Income from 12/15	106.78
Less fees from 12/15	-72.66
Gifts received	3,500.00
Pledges paid 12/15	375.00
CASH Available 12/31/15	652,604.03

Director White shared the following new items that had come in since she circulated her Director's Report last Friday:

1. Green County Piano Teachers have once again supported each Green County Library with a \$250 donation! Pictures and announcement coming out soon in the paper.
2. That due to schedule changes among the Page staff, she will be starting the hiring process for new Pages.

3. Director White had spent part of today in Madison attending “Library Legislative Day” where she had a chance to meet with representatives for Senator Jon Erpenbach and Representative Soudy Pope. Discussion of adjacent county reimbursements and Senate Bill 466 which would allow Libraries to notify collection agencies and law enforcement agencies of delinquent accounts were items of focus.

Year to Date NGPL statistics appear at the end of these minutes.

APPROVAL OF MINUTES:

- A. Moved to approve the January 12, 2016 Library Board minutes by K. Budsberg, second by J. Hoesly. Motion Carried.
- B. Moved to approve the January 26, 2016 Library Board minutes by K. Budsberg, second by J. Hoesly. Motion Carried.

ADJOURNMENT: Meeting adjourned on a motion by S. Janowiak, second by B. Weiss. Motion carried at 7:12 p.m.

*Respectfully Submitted,
Becky Weiss, Secretary*

MINUTES APPROVED AT THE MARCH 8, 2016 LIBRARY BOARD MEETING

New Glarus Public Library 2016	Items Added	Items Deleted	Circulation	Circ. by PSTAT Other	Village of New Glarus	Town of New Glarus	Town of York	Town of Exeter	Dane Co. No Library
January	277	395	5980	852	2808	1320	589	213	198
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total:									
2016	Patron ILL Requests	ILL Requests Rec'd	ILL Requests Unable to Fill	# Unique Website Visitors	# Website Visits	WiFi Sessions	Public Computer Sessions	Public Computer Hours	New Patrons Register
January	8	6	2	884	1323	2385	153	???	8
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total:									
2016	Patron Visits	Hours Open	Patrons/Hour	# Adult Programs	# Adults Count	# Children Programs	# Children Count	Total Programs	Total # Attend
January	2511	196	13	5	18	5	117C/36A	10	171
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total:									