

**Village of New Glarus
Minutes of the Library Board of Trustees
New Glarus Public Library
Tuesday, April 26, 2016**

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

ANNOUNCEMENT: The Library Board will convene into a Closed Session called under WI 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 B. Weiss, second by P. Streiff. Motion Carried.

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

NEW BUSINESS:

A. DISCUSSION & CONSIDERATION: LIBRARY DIRECTOR'S 2016 GOALS: Prior to the meeting Director White had emailed her goals. Director White started by pointing out that Goal #1 which focuses on being involved in the New Glarus area community was a carryover from last year. L. Hiland said that was normal and to be expected as not all goals can be completed in a year and some never end you just continue to build on them each year. Next Director White added that Goal #4 which focuses on using the Aspen Institute's *Libraries in the Exponential Age* and completing the steps in the Action Guide she is very excited to undertake. But at the same time nervous about as it is not a program she can just do herself, but requires coordination and participation of a variety of others such as Library Staff and Library Board to name a few.

J. Hoesly suggested that for Goal #2 which focuses on adult programming to consider doing a survey or assessment of the types of programming that adults would like to see offered. L. Speth asked if this step was done with the last strategic plan and if it was those results could be used as a starting point.

J. Hoesly's next suggestion was to expand on Goal #3 by stating that "I will write a grant in 2016."

Back to Goal #4, J. Hoesly suggested reviewing and identifying areas where deliverables could be checked off. For example, how do we know when you have completed section "4B" will it be a verbal report, written report, or another method? L. Hiland added that she sees this goal carrying over to 2017. J. Hoesly added that she felt goal #4 was very timely and important as she thought *Libraries in the Exponential Age* has many features that would benefit us in a new library space.

Other trustees thanked Director White and complimented her work.

Moved to approve the 2016 Library Director's goals, with the suggested changes Director White agreed to incorporate, by B. Weiss, second by J. Hoesly. Motion Carried.

B. DISCUSSION & CONSIDERATION: NOVEMBER 2016 LIBRARY BOARD MEETING

DATES: Village Clerk-Treasurer Lynne Erb had let Director White know that since Election

Day, falls on Tuesday, November 8th this year, that neither the Community Room or Board Room would be available for meeting space. We appreciate the advance notice and decided this will be a future agenda item as we move closer to November. Possibilities of changing locations, day of the week, and cancelling were all mentioned.

- C. DISCUSSION & CONSIDERATION: 2016 WEST SIDE SITE LAWN MOWING:** B. Weiss reported on who has provided mowing services in the past. She asked if anyone had different suggestions for this year; they did not. Consensus of the Board was that B. Weiss was to check with the same individuals to confirm availability and rates and authorized to ask them to perform mowing services in 2016. She will forward an update for the next meeting.

OLD BUSINESS:

- A. DISCUSSION & CONSIDERATION: LIBRARY BUILDING PROJECT:** P. Streiff said the draft of Resolution 16-02 LB had been prepared by K. Budsberg and herself. That additional discussions of the land lease agreement, Village Board meeting schedule, and the idea of the resolution had taken place with Village Administrator Bryan Gadow and Village President Roger Truttmann.

L. Hiland started by running through some of the typographical changes that had been made to the draft version. Plus she pointed out that since this was not a Resolution appointing a Library Staff member but a Library Board decision that Director's White name had been removed and replaced with B. Weiss's name instead as Secretary of the Library Board.

L. Speth and J. Hoesly asked about schedules and timing; this resulted in a discussion that touched on calendars and schedules of ball teams, architects, contractors, School District, Village Board and Library Board.

P. Streiff added that she has emphasized with B. Gadow that the Capital Campaign needs to move forward with fundraising in tandem as the Village Board moves forward with the Glarner Park process. Discussion continued and focused on updates currently needed to the Glarner Park ballfield, the number of days proposed for notice about transferring custody, and the effect seasons have on construction, dates of upcoming Village Board and Library Board meetings, and dates when this Resolution could appear on a Village Board agenda.

Moved to approved Resolution 16-02 LB by B. Weiss, second by J. Hoesly. Motion Carried. A copy of Resolution 16-02 LB is included at the end of this set of minutes.

Next L. Hiland asked the question what is the procedure for selling the West Side site. B. Weiss is not in favor of attempting to sell the West Side site until custody of Glarner Park is set. Others are in favor of proceeding with the sale process. Discussion of the sale to interested parties, lot sales in the area, do we utilize the services of attorneys and/or realtors was also brought up. P. Streiff will be confirming with Administrator Gadow regarding the legal process for the West Side site land sale. It was also added that due to the Library Board not legally being able to own land of having an agenda item at a future Village Board meeting to make sure they are updated on the West Side sale.

L. Hiland added that they have approached donors and donors have agreed to make donations to meet the matching grant. B. Weiss wanted to confirm that pledges qualified; yes, replied L. Hiland. Some trustees said they would follow up after the meeting and make pledges to the matching grant as well.

REPORTS/DISCUSSION/CONSIDERATION:

- A. ADMINISTRATION TEAM:** B. Weiss reported that the CFSW (Community Foundation of Southern Wisconsin) charts had been emailed and that the report balanced.

- B. BUILDING COMMITTEE:** They have not had any recent meetings. L. Hiland shared that she had been in e-mail contact with Jim Gersich, Dimension IV Madison Design Group. J. Gersich was just checking in and did share that they are seeing construction costs continue to increase and are noticing fewer contractors bidding on projects as the contractors have more jobs available to select from. Director White asked what the process is to replace B. Weiss as a Building Committee member, L. Hiland pointed out that is a responsibility of the Library Board to select the members of the Building Committee and that it would be a future agenda item.
- C. CO-CHAIRS TEAM:** Are working on finalizing the members of the Co-Chairs team. L. Hiland clarified who would be volunteering for shifts at the fundraising event scheduled this Sunday, May 1st at Fat Cat Coffee Works.
- D. COMMUNICATION TEAM:** Nothing new to report.
- E. GRANTS TEAM:** J. Hoesly will continue to follow up on the request for “The Best Small Library in America” grant materials from *Library Journal* and participating Libraries.
- F. PARTNERSHIP TEAM:** Nothing new to report.
- G. VILLAGE BOARD LIAISON:** From our discussion earlier tonight on the Library Building Project, P. Streiff has a few items she will be following up on with members of the Village Administration.
- H. FRIENDS OF THE LIBRARY:** Have a meeting scheduled for Wednesday, April 27th. The Friends continue to focus on promotion of various events such as Foot Golf at Argue-Ment Golf Course that is running the entire month of May. The Friends focus will soon shift to the yearly Book Sale preparation. B. Weiss added that she had made recent purchases on smile.amazon.com using the Friends of the New Glarus Public Library as the designated charity. Director White also added that in the Library they currently have a Jelly Bean Jar setup for people to guess the number of beans in a contest.
- I. ENDOWMENT TEAM:** Nothing to report.

CONVENE INTO CLOSED SESSION: Moved to go into closed session by B. Weiss, second by L. Speth. By roll call vote: L. Hiland-yes; J. Hoesly-yes; L. Speth-yes; P. Streiff-yes; and B. Weiss-yes. Motion carried at 7:50 p.m.

CONVENE INTO OPEN SESSION: Moved to go into open session by P. Streiff, second by B. Weiss. By roll call vote: L. Hiland-yes; J. Hoesly-yes; L. Speth-yes; P. Streiff-yes; and B. Weiss-yes. Motion carried at 8:02 p.m.

RESULTS OF CLOSED SESSION: Library Board went over the performance evaluation with Library Director White.

ADJOURNMENT: Meeting adjourned on a motion by L. Speth, second by J. Hoesly. Motion carried at 8:03 p.m.

*Respectfully Submitted,
Becky Weiss, Secretary*

MINUTES APPROVED AT THE MAY 10, 2016 LIBRARY BOARD MEETING

New Glarus Public Library Board of Trustees
Resolution 16-02 LB

**RESOLUTION REQUESTING COMMITMENT OF GLARNER PARK BY THE VILLAGE OF
NEW GLARUS TO THE LIBRARY BUILDING PROJECT**

WHEREAS, the current New Glarus Public Library facility is inadequate to provide a safe, efficient, flexible, and inspiring environment; and

WHEREAS, the New Glarus Public Library Board of Trustees endeavors to build a library facility that allows housing of all collections, services, and programs in one location; and

WHEREAS, the New Glarus Public Library Board of Trustees seeks to solve current space shortfalls and allow for future on-site expansion space in a manner that is reflective of the preferences of the community; and

WHEREAS, the New Glarus Public Library Board of Trustees has received in excess of \$722,333 in pledges, of which \$657,583 has been paid and is on-hand; and

WHEREAS, the Village of New Glarus held an advisory referendum on April 1, 2014 to assess public preference on site; and

WHEREAS, the results of the advisory referendum were 125 votes in favor of use of Glarner Park, and 118 votes in favor of the site adjacent to the Swiss Center of North America known as the “West Side Site”; and

WHEREAS, the New Glarus Public Library Board of Trustees accepts the results of the referendum and developed a comprehensive concept and budget report for a library on Glarner Park in October 2015; and

NOW THEREFORE BE IT RESOLVED, the New Glarus Public Library Board of Trustees formally requests prompt consideration of a land agreement transferring custody of the park to the library by the Village Board of the Village of New Glarus with the following conditions:

1. The New Glarus Public Library Board of Trustees shall resume capital fundraising to reach no less than \$1,000,000 in pledged funds
2. The Village of New Glarus shall retain control and use of Glarner Park until \$1,000,000 in private funds are pledged to construct a new library facility
3. Once documentation of \$1,000,000 in private pledges to the library building project and a 45-day notice are received by the Village of New Glarus, Glarner Park shall be vacated and custody transferred to the New Glarus Public Library Board of Trustees by the end of the notice period

Adopted this 26th day of April, 2016

Linda Hiland, President
New Glarus Public Library Board of Trustees

Rebecca Weiss, Secretary
New Glarus Public Library Board of Trustees