

**VILLAGE OF NEW GLARUS**  
**MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES**  
**New Glarus Village Hall – Board Room**  
**319 2<sup>nd</sup> Street, New Glarus WI 53574**

**Wednesday, August 17, 2022 – 6:30 P.M.**

**MINUTES**

1. Call to Order: President Linda Hiland called the meeting to order at 6:34 P.M. Those present, in addition to Hiland, were trustees Beth Blahut, Suzi Janowiak, Shelly Truttman; Director Amy Trumble; Village Liaison Henry Janisch. Absent: Daniel Ramirez, Jody Hoesly. Also present was New Glarus resident Gof Thompson.
2. Approval of Agenda: Janowiak moved to approve the agenda. 2<sup>nd</sup> by Blahut. Motion carried.
3. Comments & Questions from the Public: Gof Thomson spoke during public comment expressing his suggestions for the library building project.
4. Old Business:
  - A. Discussion and Consideration: Building project update:

There has been a preliminary discussion with the Swiss Church's ad hoc team. The teams will continue to meet to discuss and research questions and items brought to the table.
5. New Business:
  - A. Discussion and Consideration: Public librarian certification received
  - B. Discussion and Consideration: Photography and filming policy:

Janowiak moved that the Board will approve the policy as presented and moved that the Board will review the waiver whenever it is presented. 2<sup>nd</sup> by Truttman. Motion carried.
  - C. Discussion and Consideration: Digitization update

The digitization of past editions of the local newspaper (the Post Messenger) will continue this year as planned.
  - D. Discussion and Consideration:

Resolution 22-04 Appointment of library clerk: Truttman made a motion to approve the appointment of the library clerk. 2<sup>nd</sup> by Janowiak. Motion carried.
6. Bills and Finance Report:
  - A. Bills were presented and approved as follows:

\$ 3,141.11 dated July 26, 2022

\$ 2,654.05 dated August 10, 2022

B. Financial statement

7. Director's Report: See attached
8. Approval of Minutes:
  - A. July 20, 2022: Truttmann moved to approve the minutes with corrections. 2<sup>nd</sup> by Janisch. Motion carried.
9. Reports / Discussion / Consideration:
  - A. Administration: Truttmann and Hoesly continue the work of creating a secure file for treasurer documents.  
CFSW Financial Report
  - B. Communication Team: Nothing to report.
  - C. Grants Team: Hiland suggests that the team look for grants for demolition of a derelict building.
  - D. Partnership Team: Working on introducing the new director to community partners.
  - E. Village Board Liaison: Nothing to report.
  - F. Friends of the Library: Working on their Labor day book sale.
  - G. President's Report: Nothing to report
10. Adjournment: Hiland adjourned the meeting at 8:34 P.M.

Beth Blahut, Secretary



Director's Report – August 17, 2022  
Amy Trumble

#### Computer Replacement

We purchased three new hard drives and four new monitors. Patrons now have large monitors that allow for split screen work. Monitors have multiple, easily accessible ports for ease of use and connectivity. Upgraded hard drives will allow for a better overall computer work experience.

#### Updated Travel Book Section

After assessing our travel collection, it was found that most of our travel books dated back to 2013-2014. Patrons were coming into the library and placing holds from other libraries on more current travel books. We decided to weed out the old travel guides and ordered the most recent guides to replace them. New guides will not only benefit our patrons, but help increase our circulation in this part of the collection.

#### Local Artist Displays

I spoke with some local artists who are interested in displaying their work in the library. We ordered display easels to ensure proper support for their displays. Some art will be shown in the glass display case, other items will be displayed on the shelving out of the immediate reach of patrons. Pamela Ruschman will begin displaying her paintings the week of August 22. They will remain up for one month. The hope is to draw more people into the library, as well as encourage and support our local artists.

#### Children's Listening Centers

Four portable listening centers arrived this week. Kids can stop at the desk and get an easy to use listening device with headphones and a book. They can take these to one of our bean bag chairs to listen and read along with a variety of books. It will be a quiet activity that they can do on their own in the library while parents browse for books or use the computers.










#### New Glarus Lodge Activity

I have been in contact with Haylee Espinoza over at the New Glarus Lodge. We are working together to find activities that the library could host either at the library or at the Lodge. Currently we are each brainstorming ideas and Haylee is talking to the residents to get their input on things they may enjoy. We would like to make it a regular programming occurrence.



Program Participation	2022 July Participants	2022 Total
Children's/Teen Events "live"	370	776
Adult/General Events "live"	125	426
Children's/Teen "self-serve"	1344	10,907
Adults "self-serve"	0	147



STATISTICS		2022 July	2022 YTD	2021 YTD
	<b>Items Borrowed</b>	3,118	22,254	18,477
	% Village of New Glarus	46%	48%	49%
	% Town of New Glarus	28%	27%	23%
	% Town of York	6%	10%	12%
	% Other Green County	11%	8%	8%
	% Dane County	9%	6%	6%
	% Other	0%	<1%	2%
	<b>OLL Requests Filled</b>	3	46	41
	<b>OverDrive Borrowed (all formats)</b>	866	5,732	5,375
	<b>Public WiFi sessions</b>	6,697	35,433	30,308
	<b>Public computer sessions</b>	28	187	21
	<b>Online Tools &amp; Databases</b>	170	436	803
	<b>Website Visits</b>	1,196	9,790	11,331
	<b>Library Visits</b>	1,723	9,230	4,620
	<b>Average visits per day</b>	69	53	26
	<b>Patrons Added</b>	12	88	32
	<b>Items Added</b>	228	1305	1,221
	<b>Items Deleted</b>	327	873	1,899

## July Financials

<b>LIBRARY</b>	
<b>SAVINGS #2775 (APY .10%)</b>	
Beg. Balance	11,238.01
Interest	0.71
Deposit	
Withdrawal	
End. Balance	11,238.72
<b>Savings #2763 [25-11520] (APY .10%)</b>	
Beg. Balance	947.29
Withdrawal	
Deposit	
Interest	0.06
End. Balance	947.35
<b>SUBTOTAL [25-11520]</b>	<b>12,186.07</b>
<b>SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]</b>	
Beg. Balance	20,257.41
Interest	16.58
End Balance	20,273.99
<b>SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]</b>	
Beg. Balance (funded 9/28) [Town Impact fees]	138,627.45
Deposit (Exeter donation)	
Interest	113.45
End Balance	138,740.90
<b>TOTAL LIBRARY INVESTMENTS</b>	<b>171,200.96</b>
<b>FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)</b>	
Community Foundation of Southern WI [most recent information available]	
Library Capital Campaign Fund	
CASH Deposits thru 5/31/21	951,020.76
Interest/Dividend Income	14.30
Less fees	
Less Withdrawals	-100,510.00
Gifts/Pledges received	10,200.00
SPENDABLE CASH Available 6/30/21	860,725.06
Library Operations Fund	
Balance 5/31/21	26,361.94
Gifts/Pledges received	
Interest Income	0.37
Disbursements (Fees)	-82.29
Balance 6/30/21	26,280.02
Spendable Balance 6/30/21	26,384.39
Library Endowment Fund	
Beginning Balance 5/31/21	30,887.27
Contributions	
Investment Activity	330.11
Investment fees	-67.21
BALANCE 6/30/21 [NON-CASH]	31,150.17
Spendable Balance 6/30/21	1,882.88