

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

**May 17, 2023 6:30 P.M.
MINUTES**

1. Call to Order: Hiland called the meeting to order at 6:30 P.M. Those present, in addition to Hiland, were trustees Beth Blahut, Daniel Ramirez, and Shelly Truttman; Library Director Amy Trumble, and Village Liaison Larry Stuessy. Absent: Suzi Janowiak, Tiffany Kuenzi. Also present: Village Administrator Lauren Freeman.
2. Approval of Agenda: Truttman made a motion to approve the agenda. Motion carried.
3. Comments & Questions from the Public: None.
4. Unfinished Business:
 - A. Discussion and Consideration: Building Project update:
Hiland, Freeman and Stuessy are communicating with various community members regarding possibilities for a building site. At this time, the Board will retain the west-side property.
5. New Business:
 - A. Discussion and Consideration: Introduction of new Village Administrator to the Library Board: Lauren Freeman.
 - B. Discussion and Consideration: Digital Scanner Policy Approval: Ramirez made a motion to approve the digital scanner policy. Motion carried.
 - C. Discussion and Consideration: Election of Officers:
Hiland opened nominations from the floor.
Stuessy nominated Linda Hiland to serve as president. With no further nominations, Hiland closed nominations. Stuessy made a motion to elect Hiland as president. Motion carried; Hiland was elected as president.
Truttman nominated Daniel Rameirez to serve as vice-president. With no further nominations, Hiland closed nominations. Truttman made a motion to elect Ramirez as vice-president. Motion carried; Ramirez was elected as vice-president.
Ramirez nominated Beth Blahut to serve as secretary. With no further nominations, Hiland closed nominations. Ramirez made a motion to elect

Blahut as secretary. Motion carried; Blahut was elected as secretary. Hiland nominated Shelly Truttmann to serve as treasurer. With no further nominations, Hiland closed nominations. Hiland made a motion to elect Truttmann as treasurer. Motion carried; Truttmann was elected as treasurer. D. Discussion: Agreement to Participate in SCLS Technology Services: Blahut made a motion to approve the agreement to participate in SCLS services. Motion carried.

6. Bills and Finance Report:

A. Bills were presented and approved as follows:

\$ 2,059.44 dated April. 26, 2023

\$ 735.40 dated May 9, 2023

B. Financial statement

7. Director's Report: See attached. Update: The SCLS move-in date has changed to July. The move will not interrupt wifi service.

8. Approval of Minutes:

A. Final draft minutes of April 19, 2023 were approved as received.

9. Reports / Discussion / Consideration:

A. Administration

· CFSW Financial Report

B. Communication Team: Trumble posted an update about the building project on the library website and sent a press release with the same information to the Post Messenger Recorder.

C. Grants Team: Trumble will write a grant to pay for dulcimer supplies for artisan Milo Parker's dulcimer programs.

D. Partnership Team: Nothing to report.

E. Village Board Liaison: Nothing to report.

F. Friends of the Library: Greatest number of books they've ever collected for the Sept. book sale.

G. President's Report: Nothing to report.

10. Adjournment: Hiland adjourned the meeting at 7:27 P.M.



Director's Report –May 17, 2023
Amy Trumble

Charging Pole/ Bench Project

We continue to make progress on the installation of the charging pole in Village Park. The pole and bench are currently being stored at the Street Department. The Parks and Rec Committee has approved the addition of the adjacent bench and the 12' x 8' concrete pour needed for them. It will go to the Village Board for final approval on May 16, 2023. The concrete work will be done by New Glarus Concrete LLC and paid for by the Friends of the library. Once final approval is received the concrete pour will be scheduled and the bench and charging pole will be installed.

Teen Programming










We have been exploring options for creating teen programming. As a result, Brooke has incorporated 'Crafternoons' on Wednesdays during Summer Reading. School age kids and teens will be able to come in and work on crafts specifically geared towards older kids. Families will be able to drop in to the community room on Thursday afternoons to play games. There will be games available for kids in a variety of age groups. We are also exploring some ideas for engaging teens this fall.

Transition to Summer Reading and All In-Person Programming

Story Time programming is coming to a close this week and we will begin preparing for our summer programming schedule. This is an exciting time as we also move to all in-person programming. This school year we continued one morning of virtual programming for preschool children, but as the year moved along we saw a continued increase in the number of families choosing to come to Story Time vs. to watch online. We will also move away from the Grab and Go crafts and resume crafts during the Story Time programming. We are currently preparing for this year's Summer Reading Program, which is filled with activity and runs from June 12th-July 28th. Thanks to the generous donations from area businesses and the hard work of Miss Brooke our schedule is nearly full of activities and entertainment and educational programming. There are only four days during this time that we have no scheduled activities.

Program Participation	2023 April Participants	2023 Total
Children's/Teen Events "live"	124	551
Adult/General Events "live"	32	459
Children's/Teen "self-serve"	411	3,139
Adults "self-serve"	0	59



STATISTICS		2023 April	2023 YTD	2022 YTD
	Items Borrowed	2987	13,863	12,953
	% Village of New Glarus	49%	49%	47%
	% Town of New Glarus	17%	19%	27%
	% Town of York	8%	8%	11%
	% Other Green County	9%	7%	8%
	% Dane County	6%	7%	6%
	% Other	11%	10%	1%
	OLL Requests Filled	4	25	31
	OverDrive Borrowed (all formats)	882	3,283	3,304
	Public WiFi sessions	5,669	16,552	17,491
	Public computer sessions	41	223	103
	Online Tools & Databases	68	341	506
	Website Visits	1,099	4,801	5,276
	Library Visits	1,478	5,972	3,894
	Average visits per day	64	63	40
	Patrons Added	6	40	33
	Items Added	168	776	687
	Items Deleted	58	1,332	404

April Financials

LIBRARY

SAVINGS #2775 (APY .10%)

Beg. Balance	11,245.84	
Interest	0.86	
Deposit		
Withdrawal		
End. Balance		11,246.70

Savings #2763 [25-11520] (APY .10%)

Beg. Balance	947.95	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		948.02

SUBTOTAL [25-11520]

12,194.72

SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]

Beg. Balance	20,716.93	
Interest	74.22	
End Balance		20,791.15

SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]

Beg. Balance (funded 9/28) [Town Impact fees]	142,779.88	
Deposit (Exeter donation)		
Interest	511.50	
End Balance		143,291.38

TOTAL LIBRARY INVESTMENTS

176,277.25

FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)

Community Foundation of Southern WI [most recent information available]

Library Capital Campaign Fund

CASH Deposits thru 3/1/2023	970,888.17
Interest/Dividend Income	3,728.87
Less fees	0.00
Less Withdrawals	0.00
BALANCE 3/31/22	974,617.04
SPENDABLE CASH Available 3/31/23	974,617.04

Library Operations Fund

Balance 3/1/2023	26,645.93
Gifts/Pledges received	0.00
Dividend/Interest Income	102.34
Disbursements (Fees)	-82.61
Balance 3/31/23	26,665.66
Spendable Balance 3/31/23	26,665.66

Library Endowment Fund

Beginning Balance 3/1/23	30,260.82
Contributions	10.31
Investment Activity	593.79
Fees	-77.80
BALANCE 3/31/23 [NON-CASH]	30,787.12
Spendable Balance 3/31/23	3,558.00