

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

**July 24, 2024 6:30 P.M.
MINUTES**

1. Call to Order: Ramirez called the meeting to order at 6:30 PM. Those present, in addition to Ramirez, were trustees, Shelly Truttmann, Kelly Ruschman, Tiffany Kuenzi, Beth Blahut, Joanne Landry; Village Liaison Larry Stuessy; Library Director Amy Trumble; and Village Administrator Lauren Freeman. Also present, Kim Tschudy.
2. Approval of Agenda: Ruschman made a motion to approve the agenda with the change of reversing the order of item numbers 4 and 5. Kuenzi seconded. Motion carried.
3. Comments & Questions from the Public: None.
5. New Business:
 - A. Discussion and Consideration: RFP/RFQ**

Trumble and Freeman recommend that we choose the RFQ option. Freeman created a draft RFQ, based on a template from the DOA. Library Board agreed to move forward with RFQ process.
 - B. Discussion and Consideration: 2025 Budget:**

Trumble presented and explained details of the budget. The Board will approve the budget once all of the necessary information is available. Next month we will have a resolution regarding the management of CFSW interest each year.
4. Unfinished Business:
 - A. Discussion and Consideration: Building Project Update:**

We will look at other grant options soon. Village Board Trustee Jamie Craig offered to donate time to assist with grants and suggested we hire a grant-writer. Those willing to be on the grants team: Blahut, Truttmann, Landry and Trumble. Trumble shared with the Village Board an outline of operating costs for the new building. Growing the endowment is part of the strategy for meeting those costs. Kuenzi made a motion to approve a transfer of \$2,665.75 from the Lakeridge account to the Village Funds for: attorney fees; capital campaign P.O. box fees; and earnest money to the Swiss Church for the building site. Seconded by Ruschman. Motion carried.

B. Discussion and Consideration: Environmental Review:

Ruschman made a motion to approve spending \$3600 from the Lakeridge account to pay Vierbicher to begin an environmental review of the building site. Seconded by Landry. Motion carried.

C. Discussion and Consideration: Building Committee:

Truttmann made a motion to approve resolution 24-03LB. Seconded by Landry. Motion carried. See attachment for a list of the building committee. Ramirez will contact the committee and call a public meeting.

6. Bills and Finance Report:

A. Bills were presented and approved as follows:

\$ 2,516.68 dated June 25, 2024

\$ 1,948.61 dated July 9, 2024

B. Financial statement

7. Director's Report: See attached.

8. Approval of Minutes:

A. June 26, July 10: Approved as distributed.

9. Reports / Discussion / Consideration:

A. Administration

· CFSW Financial Report

B. Communication Team: Nothing to report.

C. Grants Team: See item 4.A.

D. Partnership Team: Nothing to report.

E. Village Board Liaison: Cemetery meeting is coming up.

F. Friends of the Library: Working on booksale prep and volunteering at fests.

G. President's Report: Ramirez has been attending other local LB meetings. He's planning a question/answer session with Belleville LB regarding their building project. He'll schedule it soon.

10. Adjournment: Ramirez adjourned meeting at 7:56 P.M.



**Director's Report –July 24, 2024
Amy Trumble**

Vox Books

Library staff are reallocating a portion of the children's AV budget to the purchase of Vox Books! VOX Books are audio readers that are permanently attached to a book, transforming an ordinary picture book into an all-in-one read-along. No need for computers, tablets, or CDs—children simply push a button to listen and read. The checkout of older picture books accompanied by CD's for reading along has been declining (in 2022 there were 94 checkouts and in 2023 checkouts were down to 64) and Vox Books are a way to refresh our children's collection and move away from outdated technology. We recently received our first shipment of Vox Books and made them available to patrons. Currently, they are all checked out!

90th Anniversary T-shirts

Friends of the Library T-shirt sales are going well. Patrons are purchasing them daily. We have even had visitors from Switzerland coming in to purchase the shirts.

Read With a Dog

We are in the process of establishing a read with a dog program, teaming up with local therapy dog, Ripley. He and his handler Kristin Lueschow will be coming to the library soon for their onsite visit with the therapy dog coordinator.

Summer Reading Excitement!










The Summer Reading program is well underway with great attendance numbers at our regular weekly programs. Reading log submissions have been tremendous this summer. Prize drawings happen early on Monday afternoons and by Monday evenings the box is often full again. Thanks to our fabulous families and library staff for encouraging New Glarus youth to read. The display case full of prizes is helpful too!



June 2024 Highlights

Program Participation	2024 June Participants	2024 Total
Children's/Teen Events "live"	643	2,337
Adult/General Events "live"	329	1,103
Children's/Teen "self-serve"	0	278
Adults "self-serve"	0	59



STATISTICS		2024 June	2024 YTD	2023 YTD
	Items Borrowed	3,268	18,999	21,243
	% Village of New Glarus	54%	52%	51%
	% Town of New Glarus	26%	23%	19%
	% Town of York	5%	11%	10%
	% Other Green County	7%	8%	7%
	% Dane County	8%	7%	7%
	% Other	<1%	<1%	7%
	OLL Requests Filled	5	48	31
	OverDrive Borrowed (all formats)	987	6,325	4,858
	Public WiFi Sessions	5,035	30,793	31,774
	Public Computer Sessions	59	394	300
	Online Tools & Databases	120	450	525
	Website Visits	1,738	9,318	6,807
	Library Visits	2,438	12,285	9,602
	Average visits Per Day	98	84	65
	Patrons Added	16	77	63
	Items Added	153	975	1,117
	Items Deleted	291	1,209	1,951

June 2024 Financials

LIBRARY

SAVINGS #2775 (APY .10%)

Beg. Balance	11,259.00	
Interest	0.86	
Deposit		
Withdrawal	0.00	
End. Balance		11,259.86

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

Beg. Balance	747.24	
Withdrawal		
Deposit		
Interest	0.06	
End. Balance		747.30

SUBTOTAL [25-11520] 12,007.16

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

Beg. Balance	22,030.45	
Deposit	5,000.00	
Interest	100.69	
End Balance		27,131.14

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

Beg. Balance (funded 9/28) [Town Impact fees]	203,965.46	
Deposit (Exeter donation)		
Interest	849.61	
End Balance		204,815.07

TOTAL LIBRARY INVESTMENTS 243,953.37

FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)

Community Foundation of Southern WI [most recent information available]

Library Capital Campaign Fund

CASH Deposits thru 5/1/24	1,030,651.97
Interest/Dividend Income	4,529.13
Less fees	
Less Withdrawals	0.00
Gifts/Pledges received	0.00
SPENDABLE CASH Available 5/31/24	<u>1,035,181.10</u>

Library Operations Fund

Balance 5/1/24	27,878.35
Gifts/Pledges received	
Interest Income	122.51
Disbursements (Fees)	0.00
Balance 5/31/24	<u>28,000.86</u>
Spendable Balance 5/31/24	<u>28,000.86</u>

Library Endowment Fund

Beginning Balance 5/1/24	34,584.18
Contributions	
Investment Activity	1,102.49
Investment fees	-0.53
BALANCE 5/31/24 [NON-CASH]	<u>35,686.14</u>
Spendable Balance 5/31/24	<u>2,910.00</u>