

**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**

**November 13, 2024 6:30 P.M.  
Minutes**

1. Call to Order: President Ramirez called the meeting to order at 6:31 P.M. Those present, in addition to Ramirez, were trustees Beth Blahut, Tiffany Kuenzi, Joanne Landry, Kelly Ruschman and Shelly Truttmann; Village Liaison Larry Stuessy; and Library Director Amy Trumble. Also present: Building Committee Chair Steve Landry and Dawn Carney (owner of the property adjacent to the Town Hall).
2. Approval of Agenda: Kuenzi made a motion to approve the agenda with the change of placing item 5. E. (New Business / Discussion and Consideration: Building Project Delivery Model) at the top of the agenda. Seconded by Joanne Landry. Motion carried.
3. Comments & Questions from the Public: None.
5. New Business:
  - E. Discussion and Consideration: Building Project Delivery Model  
Steve Landry explained the options. The building committee recommends going with the “Construction Manager” (C.M.) model. Joanne Landry made a motion to accept the building committee’s decision to opt for the C.M. delivery model. Seconded by Stuessy. Motion carried.
4. Unfinished Business:
  - A. Discussion and Consideration: Building Project Updates  
Trumble presented an update on operational costs to the Village Board. The V.B. appeared satisfied with the update. There will be a grant administration orientation meeting on Dec 12th. Library Board trustees are welcome to attend.
5. New Business:
  - A. Discussion and Consideration: JSD Updated Proposal  
Williamson will provide a certified survey map of the combined lots to JSD. JSD will make a map of gas lines, etc... and will provide that to OPN. Ruschman made a motion to spend \$6,000 for JSD’s services. Seconded by Joanne Landry. Motion carried.
  - B. Discussion and Consideration: Swiss Church Land Appraisal  
The Swiss Church property was appraised at \$32,050. Truttmann made a motion to approve paying \$250 for the appraisal. Seconded by Kuenzi. Motion carried.
  - C. Discussion and Consideration: Authorizations for Deadlines  
Blahut made a motion to give authority to Library Director Trumble to pay for services related to the building project, up to \$7,500, without pre-approval from the Library Board. Seconded by Joanne Landry. Motion carried.
  - D. Discussion and Consideration: Review of Design Progress  
Ruschman suggested that the L.B. draft a vision statement for the building

project to clarify the goals. Ramirez suggested that Blahut and Ruschman meet with Toby Olsen of OPN to discuss the design objectives and the vision statement.

F. Discussion and Consideration: Resolution 24-05 Library Director 2025 wages. Truttmann made a motion to approve the resolution. Seconded by Kuenzi. Motion carried.

G. Discussion and Consideration: Resolution 24-06 Assistant Director 2025 wages. Joanne Landry made a motion to approve the resolution. Seconded by Ruschman. Motion carried.

H. Discussion and Consideration: Resolution 24-07 Youth Services Librarian 2025 wages. Kuenzi made a motion to approve the resolution. Seconded by Stuessy. Motion carried.

Truttmann made a motion to approve the revised 2025 budget to account for wage increases. Seconded by Joanne Landry. Motion carried.

At 7:49 P.M. President Ramirez left the meeting and Vice President Kuenzi took over.

6. Bills and Finance Report:

A. Bills were presented and approved as follows:

October 25, 2024: \$2,359.43, and

November 13, 2024: \$16,302.89

Joanne Landry made a motion to approve the transfer of \$15,525 from the Lakeridge Bank account to pay for building project expenses. Seconded by Truttmann. Motion carried

B. Financial statement

7. Director's Report: See attachment.

8. Approval of Minutes:

A. October 16, 23: Approved as distributed.

9. Reports / Discussion / Consideration:

A. Administration

· CFSW Financial Report

B. Communication Team: Nothing to report.

C. Grants Team: Will call a meeting soon.

D. Partnership Team: Nothing to report.

E. Village Board Liaison: Stuessy expressed thanks to Trumble for her presentation to the Village Board regarding staff compensation.

F. Friends of the Library: Nothing to report.

G. President's Report: None.

10. Adjournment: Kuenzi adjourned the meeting at 7:58 P.M.



## **Director's Report –November 13, 2024**

### **Flexible Facilities Grant Awarded**

On October 7<sup>th</sup> the Village and library received confirmation that we were awarded \$4.25 million dollars to help construct a new library at the Town Hall location. Department of Administration Secretary Kathy Blumenfeld came and met with stakeholders to announce the award and discuss the impact of this project on the community. The building committee and board have selected OPN Architects for the project and planning is underway. The new library will be open by September 30, 2026.

### **Local Artists**

The libraries quarterly meeting of local artist will be taking a new approach to their meetings beginning with their January meeting. Artists will take turns hosting the group at their studios or workshops to provide an in depth look at how different artist work and share more about their craft. Those at the last meeting also felt that this would help strengthen relationships between area artists.

### **New Glarus Cares Volunteer Event**

This took place the Friday of Homecoming. The library promoted the event by handing out flyers and throwing candy during the parade. Next year we will purchase more candy! At the volunteer event the library was represented by both the Library Board and the Friends of the Library at the first annual volunteer event hosted by New Glarus Cares. We informed community members about opportunities with the library and Friends, children's programming, library offerings, and building project information. Both groups plan to attend next year's event.



## October 2024 Highlights

Program Participation	2024 October Participants	2024 Total
Children's/Teen Events "live"	366	3,649
Adult/General Events "live"	139	2,088
Children's/Teen "self-serve"	50	554
Adults "self-serve"	0	59



STATISTICS		2024 October	2024 YTD	2023 YTD
	<b>Items Borrowed</b>	3,148	31,412	31,587
	% Village of New Glarus	61%	54%	51%
	% Town of New Glarus	19%	22%	20%
	% Town of York	6%	9%	11%
	% Other Green County	8%	8%	7%
	% Dane County	5%	7%	7%
	% Other	1%	<1%	3%
	<b>OLL Requests Filled</b>	4	69	61
	<b>OverDrive Borrowed (all formats)</b>	925	10,022	8,394
	<b>Public WiFi Sessions</b>	3,570	46,905	61,560
	<b>Public Computer Sessions</b>	45	628	525
	<b>Online Tools &amp; Databases</b>	51	684	730
	<b>Website Visits</b>	1,874	16,113	11,462
	<b>Library Visits</b>	1,991	20,995	17,260
	<b>Average visits Per Day</b>	74	83	69
	<b>Patrons Added</b>	15	148	129
	<b>Items Added</b>	120	1,461	1,583
	<b>Items Deleted</b>	7	1,462	2,506

# September 2024 Financials

## LIBRARY

### SAVINGS #2775 (APY .10%)

Beg. Balance	11,261.81	
Interest	0.96	
Deposit		
Withdrawal	0.00	
End. Balance		11,262.77

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

Beg. Balance	747.43	
Withdrawal		
Deposit		
Interest	0.06	
End. Balance		747.49

### SUBTOTAL [25-11520]

12,010.26

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

Beg. Balance	27,387.84	
Interest	127.01	
End Balance		27,514.85

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

Beg. Balance (funded 9/28) [Town Impact fees]	204,074.77	
Deposit		
Interest	946.40	
End Balance		205,021.17

### TOTAL LIBRARY INVESTMENTS

244,546.28

### FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)

Community Foundation of Southern WI [most recent information available]

#### Library Capital Campaign Fund

CASH Deposits thru 7/31/24	1,044,172.39
Interest/Dividend Income	4,668.54
Less fees	0.00
Less Withdrawals	

Gifts/Pledges received

SPENDABLE CASH Available 8/31/24 1,048,840.93

#### Library Operations Fund

Balance 7/31/24	28,160.02
Gifts/Pledges received	
Interest Income	125.91
Disbursements (Fees)	0.00
Balance 8/31/24	28,285.93
Spendable Balance 8/31/24	28,285.93

#### Library Endowment Fund

Beginning Balance 7/31/24	36,885.75
Contributions	
Investment Activity	660.38
Investment fees	-0.53
BALANCE 8/31/24 [NON-CASH]	37,545.60
Spendable Balance 8/31/24	3,855.00