

## **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**

**December 26, 2024 1:00 P.M.**

#### **MINUTES**

1. Call to Order: President Ramirez called the meeting to order at 1:01 P.M. Those present, in addition to Ramirez, were trustees Beth Blahut, Joanne Landry, Kelly Ruschman and Shelly Truttmann; Village Liaison Larry Stuessy; and Library Director Amy Trumble. Absent: Tiffany Kuenzi.

2. Approval of Agenda: Stuessy made a motion to approve the agenda. Seconded by Ruschman. Motion carried.

3. Comments & Questions from the Public: None.

4. Unfinished Business:

A. Discussion and Consideration: Building Project Updates

The free shelving from the Sun Prairie Public Library may not be available in time for our project. Test pits were dug on the Town Hall site on Dec 16 and no evidence of remains were found. Monitoring will be required only on pits 1-3 during groundbreaking. We expect the final grant agreement document soon. Closing date on the two properties has been moved to Jan 31, 2025. It's recommended that we wait until the grant agreement is signed before we close. The Building Committee will have interviews with the potential Construction Manager Advisor firms on Jan 3rd. Community engagement meeting will take place Thursday Jan. 9, 5:00-7:00.

5. New Business:

A. Discussion and Consideration: Approval of transfer of funds to Village for building project bills paid:

Blahut made a motion to transfer \$48,691.25 from the Library Capital Town account at Lake Ridge Bank to the village checking account on Dec 27, 2024 for the building project bills paid.

Seconded by Landry. Motion carried.

6. Bills and Finance Report:

A. Bills were presented and approved as follows:

November 25, 2024: \$2,838.98, and December 10, 2024: \$50,375.93

B. Financial statement

7. Director's Report: See attachment.

8. Approval of Minutes:

A. December 11: Approved with two corrections. First, to item 5.B. reading as, "to grow the endowment to fund for operating costs"  
Second, correction to item 5.C. reading as, "24-03 LB-A."

9. Reports / Discussion / Consideration:

A. Administration:

· CFSW Financial Report

B. Communication Team: Nothing to report.

C. Grants Team: Nothing to report.

D. Partnership Team: Taking a break from visiting the NG Home every month in 2025 due to the busy schedule with the building project.

E. Village Board Liaison: The VB appreciated the presentation by Brett Rottinghaus of OPN Architects.

F. Friends of the Library: Looking for CD options for investments.

G. President's Report: Nothing to report.

10. Adjournment: Ramirez adjourned the meeting at 1:3



## **Director's Report –December 26, 2024**

### **Staff Training**

Staff have undertaken a variety of training this fall. All staff are currently working through monthly Infosec cyber security training webinars brought to us through the South Central Library System. Last month, Brooke attended the annual Youth Services conference held at Olbrich Gardens. This is a great opportunity each year to learn from and network with other youth services librarians throughout the state. I have completed all courses for my Grade II Library Director Certification through the UW iSchool.










### **Social Media Statistics**

Last month, the library Instagram statistics more than doubled in views. Our clerk, Julie, created and maintains our Instagram account. This has been a part of our effort to increase community awareness of the library and all that we offer the community. On another note, our recent post to Facebook announcing the Community Engagement event on January 9<sup>th</sup> has 1,506 views so far with 63% of those views from "Non-followers" of the library Facebook page.



Program Participation	2024 November Participants	2024 Total
Children's/Teen Events "live"	194	3,843
Adult/General Events "live"	138	2,226
Children's/Teen "self-serve"	0	554
Adults "self-serve"	0	59



STATISTICS		2024 November	2024 YTD	2023 YTD
	<b>Items Borrowed</b>	2,824	34,236	38,914
	% Village of New Glarus	52%	54%	51%
	% Town of New Glarus	17%	22%	20%
	% Town of York	16%	9%	11%
	% Other Green County	8%	8%	7%
	% Dane County	6%	7%	7%
	% Other	1%	<1%	4%
	<b>OLL Requests Filled</b>	9	78	67
	<b>OverDrive Borrowed (all formats)</b>	954	10,976	8,884
	<b>Public WiFi Sessions</b>	3,337	50,242	67,153
	<b>Public Computer Sessions</b>	38	666	601
	<b>Online Tools &amp; Databases</b>	41	725	851
	<b>Website Visits</b>	1,364	17,477	12,546
	<b>Library Visits</b>	1,700	22,655	19,040
	<b>Average visits Per Day</b>	74	83	69
	<b>Patrons Added</b>	12	160	143
	<b>Items Added</b>	31	1,492	1,774
	<b>Items Deleted</b>	289	1,751	2,771

# October 2024 Financials

## LIBRARY

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

Beg. Balance	11,263.73	
Interest	0.89	
Deposit		
Withdrawal		
End. Balance		11,264.62

### Savings #2783 [25-11520] (APY .10%)

Beg. Balance	747.55	
Withdrawal		
Deposit		
Interest	0.06	
End. Balance		747.61

### SUBTOTAL [25-11520]

12,012.23

### LR #13954-NON-INTEREST BEARING - NEW LIB [25-11520-000-005]

Beg. Balance	0.00	
Deposit		
Withdrawal	0.00	
End Balance		0.00

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

Beg. Balance	27,638.24	
Interest	109.36	
End Balance		27,747.60

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

Beg. Balance (funded 9/28) [Town Impact fees]	205,940.56	
Trans to Checking	-15,525.00	
Interest	780.96	
End Balance		191,196.52

### TOTAL LIBRARY INVESTMENTS

230,956.35

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

Community Foundation of Southern WI [most recent information available]

#### Library Capital Campaign Fund

CASH Deposits thru 9/30/24	1,053,276.12
Interest/Dividend Income	4,316.32
Less fees	
Less Withdrawals	

Gifts/Pledges received

SPENDABLE CASH Available 10/31/24 1,057,592.44

#### Library Operations Fund

Balance 9/30/24	28,321.09
Gifts/Pledges received	
Interest Income	116.29
Disbursements (Fees)	
Balance 10/31/24	28,437.38
Spendable Balance 10/31/24	28,437.38

#### Library Endowment Fund

Beginning Balance 9/30/24	38,121.66
Contributions	
Investment Activity	-614.73
Investment fees	-0.53
BALANCE 10/31/24 [NON-CASH]	37,506.40
Spendable Balance 10/31/24	3,855.00