

**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

February 26, 2025 6:30P.M.

MINUTES

1. Call to Order: President Ramirez called the meeting to order at 6:32 P.M. Those present, in addition to Ramirez, were trustees Beth Blahut and Shelly Truttmann; Village Liaison Larry Stuessy; and Library Director Amy Trumble. Attending via Zoom: Deb Haeffner of SCLS. Absent: trustees Kelly Ruschman, Tiffany Kuenzi and Joanne Landry.
2. Announcement:
 - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Library Director Evaluation).
3. Approval of Agenda: Blahut made a motion to amend the agenda by adding the approval of the minutes from Jan 22 to item 9. Seconded by Stuessy. Motion carried. Stuessy made a motion to approve the amended agenda. Seconded by Truttmann. Motion carried.
4. Comments & Questions from the Public: None.
5. Unfinished Business:
 - A. Discussion and Consideration: Building Project Updates
The signed grant agreement was received today.
The closing date for the property is March 12th, 3:00 P.M.
Blahut made a motion to approve the formation of an art team to work towards bringing art projects to the Board for consideration for the new building. Seconded by Truttmann. Motion carried.
Estimated insurance for the new building reflects an increase of \$4500/year. We could consider decreasing coverage to save.
6. New Business:
 - A. Discussion and Consideration: Annual Report Review
 - B. Discussion and Consideration: CG Schmidt Proposal
Building Committee will talk details with CG Schmidt next week. Truttmann made a motion to approve the CG Schmidt proposal pending the Building Committee's review of staffing fees and proposal revisions (dated 2025-02-25). Seconded by Blahut. Motion carried.
 - C. Discussion and Consideration: Donor Letter

We will wait to send until we set a date or groundbreaking.

D. Discussion and Consideration: Architectural Narrative

7. Bills and Finance Report:

A. Bills were presented and approved as follows:

January 14, 2025: \$ 34,024.31

February 11, 2025 \$ 2,264.76

Blahut made a motion to approve transfer of funds from the Lakeridge Bank capital account to the Village in the amount of \$ 23,060.84 for capital expenses. Seconded by Truttmann.

Motion carried.

B. Financial statement

8. Director's Report: See attached.

9. Approval of Minutes:

A. February 12: Truttmann made a motion to approve the minutes with one edit to "Unfinished Business." Seconded by Stuessy.

Motion carried.

B. Jan 22: Approved as distributed.

10. Reports / Discussion / Consideration:

A. Administration

- CFSW Financial Report: Sent to trustees.

B. Communication Team: There is an open house for the elementary school library on March 17th, 5:30-6:30.

C. Grants Team: Will meet after the art team has been assembled.

D. Partnership Team: Upcoming events being held at A Home of One's Own: an egg decorating event and a dulcimer event.

E. Village Board Liaison: Nothing to report.

F. Friends of the Library: Nothing to report.

G. President's Report: Nothing to report.

11. The Board will Convene into Closed Session: Stuessy made a motion to convene into closed session at 8:08 P.M. Seconded by Truttmann. Motion carried by unanimous roll-call vote.

12. The Board will Convene into Open Session: Stuessy made a motion to convene into open session at 8:19 P.M. Seconded by Truttmann. Motion carried by unanimous roll-call vote.

A. Results of Closed Session: Discussion and Consideration: Library Director Evaluation

Ramirez presented the evaluation form to Trumble and she signed it.

13. Adjournment: Ramirez adjourned the meeting at 8:19 P.M.



Director's Report –February 26, 2025

Community Engagement

The Community Engagement evening held January 9th, was well attended by the public and generated significant feedback. Following the event one of the renderings presented that evening was put on display on the library bulletin board with added information. The public continues to have opportunities to discuss the design with library staff. We have feedback forms available at the circulation desk that patrons can fill out. Many of the comments revolve around family bathrooms, parking, private spaces for work or reading, and a fireplace.

January Children's Programming Break

We had a children's programming break in January as we do each year for planning. Brooke was able to send out her annual request for donations for the Summer Reading Program and we are already receiving donations from area businesses. Programming events have been booked for the Summer Reading kick-off and our special programs.










Book Sale Potential Date Change

The Friends are considering a date change for the Annual Labor Day book sale, as both Art in the Park and the Tell play will be moving to the weekend before Labor Day. The thought is to make the change in order to coincide with other events that draw visitors to our community.



Program Participation	2025 January Participants	2024 Total
Children's/Teen Events "live"	116	230
Adult/General Events "live"	63	66
Children's/Teen "self-serve"	0	0
Adults "self-serve"	37	66



STATISTICS		2025 January	2025 YTD	2024 YTD
	Items Borrowed	3,199	3,199	3,583
	% Village of New Glarus	56%	56%	47%
	% Town of New Glarus	22%	22%	25%
	% Town of York	6%	6%	13%
	% Other Green County	7%	7%	7%
	% Dane County	8%	8%	8%
	% Other	1%	1%	<1%
	OLL Requests Filled	9	9	70
	OverDrive Borrowed (all formats)	1,186	1,186	1,195
	Public WiFi Sessions	3,696	3,696	4,597
	Public Computer Sessions	55	55	56
	Online Tools & Databases	18	18	94
	Website Visits	1,747	1,747	1,229
	Library Visits	1,633	1,633	1,882
	Average visits Per Day	65	65	90
	Patrons Added	5	5	14
	Items Added	240	240	217
	Items Deleted	1,309	1,309	218

December 2024 Financials

LIBRARY

SAVINGS #2775 (APY .10%)

Beg. Balance	11,264.62	
Interest	0.99	
Deposit		
Withdrawal		
End. Balance		11,265.61

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

Beg. Balance	747.61	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		747.68

SUBTOTAL [25-11520]

12,013.29

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

Beg. Balance	27,747.60	
Interest	116.20	
End Balance		27,863.80

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

Beg. Balance (funded 9/28) [Town Impact fees]	191,196.52	
Deposit (Fidelity Donation)	5,000.00	
Withdrawal	-48,691.25	
Interest	770.16	
End Balance		148,275.43

TOTAL LIBRARY INVESTMENTS

188,152.52

FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)

Community Foundation of Southern WI [most recent information available]

Library Capital Campaign Fund

CASH Deposits thru 11/30/24	1,061,834.12
Interest/Dividend Income	3,706.88
Less fees	-12.50
Less Withdrawals	-535,000.00

Gifts/Pledges received

SPENDABLE CASH Available 12/31/24 530,528.50

Library Operations Fund

Balance 11/30/24	28,545.04
Gifts/Pledges received	
Interest Income	108.85
Disbursements (Fees)	-84.98
Balance 12/31/24	28,568.91

Spendable Balance 12/31/24 28,568.91

Library Endowment Fund

Beginning Balance 11/30/24	42,427.78
Contributions	
Investment Activity	-197.51
Investment fees	-100.07
BALANCE 12/31/24 [NON-CASH]	42,130.20

Spendable Balance 12/31/24 3,855.00