

# **MINUTES OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES**

**Tuesday, April 10, 2018 - 6:30 P.M.**

## **AGENDA**

1. Call to Order: Vice President Bob Bergum called the meeting to order at 6:30 pm. Those present, in addition to Bergum, were Petra Streiff, Shelly Truttmann, Suzi Janowiak, Jody Hoesly, Kevin Budsberg, and Library Director Lauren White. Absent: Linda Hiland.
2. Approval of Agenda: Petra Streiff moved to approve, 2<sup>nd</sup> by Kevin Budsberg. Motion carried.
3. Comments & Questions from the Public: None.
4. Old Business
  - A. Discussion and Consideration: Library Building Project: Kevin Budsberg reported on the Capital Campaign regarding mass mailings going out and the associated costs for printing and postage. We have preapproved a budget for this. He will be in touch with Clerk Erb on ways to streamline the process.
5. Bills & Finance Report
  - A. Bills: Bills were presented and approved dated April 10, 2018 totaling \$2777.46, and 3/24/2018 totaling \$1430.
  - B. Financial Statement
6. Director's Report: Discussed and approved.
7. Approval of Minutes:
  - A. March 13, 2018 : Petra Streiff moved to approve with a correction to the Sale of West Side Site section. 2<sup>nd</sup> by Kevin Budsberg. Motion carried.
  - B. March 27, 2018: Petra Streiff moved to approve, 2<sup>nd</sup> by Kevin Budsberg. Motion carried.
8. Adjournment: Vice President Bergum adjourned the meeting at 6:42.

Respectfully submitted, Suzi Janowiak, Secretary

**New Glarus Public Library  
Director's Report April 10, 2018  
Lauren White, Director**

**Green County Library Board:**

After turnover and leadership changes with the Green County Library Board, we actively began searching for candidates to complete our board and I'm happy to report that we have a full board for the first time in a quite a while and have three new, excited, and energetic faces at the table. The 4 new members are Anita Huffman of Monroe, Ann Mueller of Brodhead, Valerie Blum of Monroe, and Beth Blahut of New Glarus. We feel very encouraged by the new leadership and representation from our communities. The new members will be seated at the April 23, 2018 meeting.

**Knight School Partnership:**

Erica is working closely with Diane Roska to increase the student's familiarity with the library and staff so that they feel comfortable using our facilities. As part of these efforts, they will continue to plan a yearly field trip to the library near the end of the school year. We are hoping to set it up so that the field trip is the same week as Ignacia's SLP visit, to capitalize on the excitement/interest. Erica has also begun making monthly visits to Knight School to promote library services, give book talks, play literacy games, etc. Erica is also planning on doing summer outreach weekly to collect reading logs and hand out prizes to those students who can't make it to the library to participate. Lastly, starting in late September/early October, Erica will make weekly visits to work with kids on reading Battle of the Books titles. We are very excited about this partnership and the potential impact it will have on our community.

**March All-Director's Meeting:**

SCLS library directors met on Thursday, March 15<sup>th</sup> at the Verona Public Library to discuss preliminary budget matters and hear ILS evaluation committee's recommendation in regards to our efforts to select the best integrated library system software for our libraries. At that meeting it was recommended that Link libraries remain with our current vendor, Koha, because it is entirely web-based and that's very important to member libraries. While the other systems that we evaluated were good, none of them were completely web-based and it was thought that we'd be taking a step back if we changed systems and needed to go to a system that was not web-based. Member libraries are now in the process of voting based on the recommendation and will have until the end of April to express their opinion.

**Spring Break Programming:**

During the week of March 26<sup>th</sup>-30<sup>th</sup>, we hosted a variety of programs for New Glarus youth to participate in, which included film screenings and a mad scientists program. This was in conjunction with our regular weekly programming and we had a tremendous turnout with over 100 children and adults. Not only did we have a great time exploring centripetal force,

**but also tie-dying, and making moon sand. We were happy to host family-friendly events for those who stayed in New Glarus for the week!**

**Women's Baseball Program:**

**During the 1940s and 1950s, thirty-seven athletic and determined women from Wisconsin made a BIG difference. Over the period of 1943-1954, they were among the more than 550 women who played professional baseball in the All American Girls Professional Baseball League (AAGBPL) depicted in the movie *A League of Their Own*. In this presentation, Bob**

**Kann, the biographer of one of the Kenosha players, *Joyce Westerman: Baseball Hero*, shared stories about Wisconsin women who grew up during the Great Depression, worked in factories and on farms, and eventually played professional baseball. This was a fantastic program that we were happy to host after screening *A League of Their Own*.**

### March 2018 Program Attendance

<b>Event</b>	<b>Date</b>	<b>Number of Attendees</b>
<b>Free Play</b>	<b>Thursday, March 1<sup>st</sup></b>	<b>12C/7A</b>
<b>Preschool Story Time</b>	<b>Friday, March 2<sup>nd</sup></b>	<b>12C/5A</b>
<b>Music and Movement</b>	<b>Monday, March 5<sup>th</sup></b>	<b>4C/4A</b>
<b>Scrabble</b>	<b>Tuesday, March 6<sup>th</sup></b>	<b>2</b>
<b>Free Play</b>	<b>Thursday, March 8<sup>th</sup></b>	<b>18C/7A</b>
<b>Preschool Story Time</b>	<b>Friday, March 9<sup>th</sup></b>	<b>20C/6A</b>
<b>Music and Movement</b>	<b>Monday, March 12<sup>th</sup></b>	<b>5C/5A</b>
<b>Scrabble</b>	<b>Tuesday, March 13<sup>th</sup></b>	<b>0</b>
<b>Book Club Discussion</b>	<b>Wednesday, March 14<sup>th</sup></b>	<b>13</b>
<b>Free Play</b>	<b>Thursday, March 15<sup>th</sup></b>	<b>7C/5A</b>
<b>Preschool Story Time</b>	<b>Friday, March 16<sup>th</sup></b>	<b>13C/6A</b>
<b>Music and Movement</b>	<b>Monday, March 19<sup>th</sup></b>	<b>4C/4A</b>
<b>Scrabble</b>	<b>Tuesday, March 20<sup>th</sup></b>	<b>2</b>
<b>School Visit</b>	<b>Wednesday, March 21<sup>st</sup></b>	<b>14C/7A</b>
<b>Free Play</b>	<b>Thursday, March 22<sup>nd</sup></b>	<b>6C/5A</b>
<b>Preschool Story Time</b>	<b>Friday, March 23<sup>rd</sup></b>	<b>19C/8A</b>
<b>Music and Movement</b>	<b>Monday, March 26<sup>th</sup></b>	<b>5C/5A</b>
<b>Scrabble</b>	<b>Tuesday, March 27<sup>th</sup></b>	<b>0</b>
<b>Family Movie</b>	<b>Tuesday, March 27<sup>th</sup></b>	<b>25C/11A</b>
<b>Mad Scientists</b>	<b>Wednesday, March 28<sup>th</sup></b>	<b>26C/14A</b>
<b>Free Play</b>	<b>Thursday, March 29<sup>th</sup></b>	<b>3A/4C</b>
<b>Family Movie</b>	<b>Thursday, March 29<sup>th</sup></b>	<b>5A/3C</b>

### March 2018 Monthly Statistics

<b>New Glarus Public Library 2018</b>	<b>Items Added</b>	<b>Items Deleted</b>	<b>Circulation</b>	<b>Circ. by PSTAT Other</b>	<b>Village of New Glarus</b>	<b>Town of New Glarus</b>	<b>Town of York</b>	<b>Town of Exeter</b>	<b>Dane Co. No Library</b>
January	230	904	6179	1267	2596	1219	469	251	377
February	172	151	5064	1295	1970	1019	404	220	156
March	221	19	5644	1451	2198	1244	301	256	194
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total:	623	1074	16887	4013	6764	3482	1174	727	727
<b>2018</b>	<b>Patron ILL Requests</b>	<b>ILL Requests Rec'd</b>	<b>ILL Requests Unable to Fill</b>	<b># Unique Website Visitors</b>	<b># Website Visits</b>	<b>WiFi Sessions</b>	<b>Public Computer Sessions</b>	<b>Public Computer Hours</b>	<b>New Patrons Register</b>
January	4	4	0	964	1059	1741	231	???	5
February	10	4	1	1034	1552	2004	207	???	6
March	7	11	0	1008	1418	2074	224	???	10
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total:	21	19	1	3006	4029	5819	662		21
<b>2018</b>	<b>Patron Visits</b>	<b>Hours Open</b>	<b>Patrons/Hour</b>	<b># Adult Programs</b>	<b># Adults Count</b>	<b># Children Programs</b>	<b># Children Count</b>	<b>Total Programs</b>	<b>Total # Attend</b>
January	2632	200	13	7	33	4	49C/19A	10	101
February	2557	209	12	5	11	10	69C/45A	15	125
March	2853	214	13	6	22	15	196C/103A	21	321
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total:	8042	623	38	18	66	29	311C/167A	46	547

**TOTAL LIBRARY INVESTMENTS****60,142.06****FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)****Community Foundation of Southern WI [most recent information available]**

## Library Capital Campaign Fund

CASH Deposits thru 12/31/17	773,777.36
Interest Income from Feb	124.23
Less fees from Feb	-204.18
Gifts received	4,877.32
Pledges paid	200.00
CASH Available 2/28/18	<u>778,774.73</u>

Library Operations Fund **[CFSW sending statements quarterly]**

CASH Available 10/31/17	26,488.30
Gifts received	200.00
Pledges paid	1,250.00
Interest Income	8.94
Disbursements 4th Quarter Fees	-63.95
CASH Available 12/31/17	<u>27,883.29</u>

Library Endowment Fund **[CFSW sending statements quarterly]**

Beginning Balance 10/31/17	23,431.85
Contributions	400.00
Investment Activity	675.81
Disbursement Activity fees	-15.55
BALANCE 12/31/17 [NON-CASH]	<u>24,492.11</u>