

MINUTES OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Board Room

Wednesday, March 20, 2019 - 6:30 P.M.

AGENDA

1. Call to Order: President Linda Hiland called the meeting to order at 6:32 pm. Those present, in addition to Hiland, were Jody Hoesly, Petra Streiff, Shelly Truttmann, Suzi Janowiak, and Library Director Holly Lague. Absent: Bob Bergum, Kevin Budsberg.
2. Approval of Agenda: Jody Hoesly moved to approve, 2nd by Shelly Truttmann . Motion carried.
3. Comments & Questions from the Public: None.
4. Old Business
 - A. Discussion and Consideration: Library Building Project: Linda Hiland reported on the 3/18 meeting of the Ad Hoc committee, which was attended by several local day care providers. Discussion at that meeting involved their concerns about safety and accessibility for pedestrians if the new library is built at the West Side site. The next meeting of the committee is likely to include a report from Dimension IV about the progress of the Village Hall study.
 - B. Discussion and Consideration: Inclement Weather Procedures: Holly Lague presented her suggestions for updating our Inclement Weather policy. This year we had a record number of inclement weather days, but the average over the last 7 years is only 2 days per year closed due to weather. She presented an analysis of costs and other variables if her proposal is approved by the Board. Suggestions for publicizing the policy so that the public can know where to check to see if the library is open before venturing out. Linda Hiland suggested also printing up bookmarks to give out to patrons in the Winter months. Holly Lague suggested wording changes to our Severe Storm and Tornado Warning policies. Jody Hoesly moved to approve the proposed changes to the Emergency Closure policy and other additions to the Employee Handbook, 2nd by Shelly Truttmann. Motion carried.
5. New Business
 - A. Discussion and Consideration: Resolution 19-03 Appointment of Library Page I: Petra Streiff moved to approve the resolution hiring Gwen Thelen, 2nd by Shelly Truttmann. Motion carried.
 - B. Discussion and Consideration: Statistics in the Director's Report: Holly Lague distributed the current statistics chart included in each monthly Director's Report and asked for background on the data that is included and is looking to update and streamline this report. Jody Hoesly suggested several online resources for making this process easier and less time consuming. Holly Lague suggested removing a couple of the current sections and replacing them with more relevant data. Holly and Jody will work together to design a new template with more visual appeal and ease of use.
 - C. Discussion and Consideration: SCLS Adjacent County Billing: Holly Lague asked if this annual authorization, signed by the Library Board President and the Director, needed to be approved by the Library Board every year, or could the Board just make a motion to allow this annual formality as a standard procedure? Suzi Janowiak moved to allow the Library Board President and Director to sign the authorization annually for SCLS to bill our adjacent counties on our behalf, 2nd by Petra Streiff. Motion carried with Jody Hoesly abstaining.
6. Reports/Discussion/Consideration:
 - A. Administration Team: Team is still working with CFSW on their reporting process.
 - CFSW Financial Report
 - B. Building Committee: No report.
 - C. Co-chairs Team: No report.
 - D. Communication Team: No report.

- E. Grants Team: Continues to meet and research opportunities.
 - F. Partnership Team: Linda Hiland, Suzi Janowiak, and Library Director Holly Lague met with the school librarians and Superintendant Thayer in March and had a productive meeting. Linda Hiland has reached out to the Swiss Center and the New Glarus Home to schedule meetings in the near future. Holly Lague is attending the meeting of the Lions Club April 1st.
 - G. Village Board Liaison: Petra Streiff asked about introducing the new Village Administrator to the Library Board. Linda Hiland suggested he come to a Board meeting and then also schedule a smaller meeting with Director Lague and herself. Consensus to request this after he starts on April 15.
 - H. Friends of the Library: Trivia Night is coming up April 13. They are welcoming new members.
 - I. President's Report: Linda Hiland asked if the April 3rd meeting should be rescheduled or canceled. Consensus to cancel unless something pressing comes up between now and the required posting date. Discussion of the new Library Board email account and beta testing of same.
7. Adjournment: President Hiland adjourned the meeting at 7:56 pm.

Respectfully submitted, Suzi Janowiak, Secretary