

**MINUTES OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES**  
**New Glarus Village Hall – Board Room**  
**Wednesday, September 4, 2019 - 6:30 P.M.**

**AGENDA**

1. Call to Order: President Linda Hiland called the meeting to order at 6:30 pm. Trustees present, in addition to Hiland, were Beth Blahut, Kevin Budsberg, Petra Streiff, Shelly Truttmann, and Suzi Janowiak. Absent: Jody Hoesly. Also present were Library Director Holly Lague and Village trustee Michael Bell.
2. Approval of Agenda: Kevin Budsberg moved to approve, 2<sup>nd</sup> by Petra Streiff. Motion carried.
3. Comments & Questions from the Public: The board welcomed Trustee Bell and asked if he had any questions for them. President Hiland explained that the Library Board always asks the new Village trustees to meet in person as an orientation, and will include himself along with Mike Ganshert and Tammy Newbury at a future date. Holly Lague explained that the Village Board had voted unanimously in May of 2019 to establish the Durst Rd. property as the final site or the new library. Michael Bell then asked about specifics of the Durst Rd. site. Linda Hiland showed him the latest concept plan and explained the boundaries of the property and the existing easement with the Swiss Center. Discussion of the proposed sidewalk and pedestrian crossing. Petra Streiff said that much more discussion and answering of questions could take place during the meeting with the newest Village trustees.

Kevin Budsberg explained how each community uses its library uniquely. Holly Lague provided examples of services the library provides to the public. Kevin Budsberg mentioned the fact that not everyone in our service population has access to the Internet at home, for example, and that alone is a huge disadvantage to that segment of our citizens. He mentioned the Hotspot program that Director Lague has instituted.

Linda Hiland said she would prepare a history of the new library program for the new trustees to get them up to speed on where we are now. Michael Bell said that he has observed the dynamics of the dialogue about the project in recent years and wants to understand the facts. Kevin Budsberg gave a synopsis of the fundraising to date. Discussion of the fact that many people have stated that they will donate or renew their old pledges once site work has begun and people see the project is commencing. The uncertainty of the past few years has slowed the rate of donations, which is why we are seeking a commitment from the Village to reinvigorate fundraising. Linda Hiland explained our different fund accounts with CFSW. Kevin Budsberg clarified that currently there is no commitment of borrowing from the village, as that had been rescinded in a village vote in 2018. Discussion at the Sept 3, 2109 Village Board meeting had indicated that the village has a resolution in place to borrow one million dollars, but that is not the case. Michael Bell said that he had been informed of that earlier in the day. He then asked about how the library's operating budget is currently structured, and best estimates for the future. Linda Hiland and Kevin Budsberg explained that a projected operating budget had been prepared for the Glarner Park concept plan, but we cannot prepare an accurate projection until we have an approved concept plan for the Durst Road site.

Linda Hiland detailed the \$100,000 commitment we have from the Town of New Glarus, and that \$40,000 of that will be applied to our first two years' operating budget in the new library. Discussion of when the group meeting with the new trustees can be scheduled.

4. Old Business
  - A. Discussion and Consideration: Library Building Project: Linda Hiland asked the board what the next steps should be given the result of the Sept. 3, 2019 Village Board meeting when the Library Board asked for a financial and concept plan commitment from the Village Board (no action was taken by the Village Board). Consensus to reach out to Village trustees to ask what additional information they would like before the issue is on the agenda again, and to ask Administrator Daily again to provide the estimated tax impacts of any borrowing. Petra Streiff and Linda Hiland to ask Administrator Daily why the trustees had not gotten the letter the Library

Board sent to the Village Board trustees dated August 26, 2019. Michael Bell stated that his own desire was to have as much information as possible so that he can formulate his opinion and make an informed decision. Discussion of other scheduled village projects and how they will proceed alongside the library project if the village commits to borrowing for the library in 2020. Kevin Budsberg told Michael Bell that many, many documents about the library and the new library project can be accessed on the library's website.

5. New Business

- A. Discussion and Consideration: Policy updates for Paid Holidays, Vacation and Sick Leave, and Homebound Delivery Service: Director Lague outlined her proposed changes to library policies for holidays, vacation, and sick leave to better correspond with village practices; as well as reflect her own desired structure for employees of the library. Discussion of the proposed changes and wording edits. Director Lague said she would continue to refine the changes and bring it back to the board at a later date. Discussion of the Homebound delivery service and her proposed changes to that policy. The goal is to make the service available to more patrons, and she reported that they have more volunteers to make deliveries now as well. Kevin Budsberg made a motion to approve the changes to the homebound policy, 2<sup>nd</sup> by Shelly Truttmann. Motion carried.
- B. Discussion and Consideration: Resolutions 19-07LB Appointing Brooke Mathews as Youth Services Librarian and Resolution 19-08LB Appointing Wendy Jacobson as Library Clerk: Kevin Budsberg moved to approve the resolutions, 2<sup>nd</sup> by Petra Streiff. Motion carried.

6. Reports/Discussion/Consideration:

- A. Administration Team: Kevin Budsberg reported on procedural issues for paying invoices from our CFSW accounts.
  - CFSW Financial Report
- B. Building Committee: No report.
- C. Owner Representatives: No report.
- D. Co-chairs Team: No report.
- E. Communication Team: No report.
- F. Grants Team : Shelly Truttmann reported the team met last week and have found out we have been awarded a \$15,000 challenge grant from the Schlecht Family Foundation (Duluth Trading). Discussion of publicity for this generous grant and how to engage the public in raising \$15,000 in new donations for the matching.
- G. Partnership Team: Plans to reach out to the New Glarus Home next.
- H. Village Board Liaison: Covered above.
- I. Friends of the Library: Book sale was held on Labor Day weekend and turnout was great. The leftover books were donated to a new organization this year.
- J. President's Report: A meeting with the new Village trustees will be scheduled.

7. Adjournment: President Hiland adjourned the meeting at 8:34 pm.

Respectfully submitted, Suzi Janowiak, Secretary