

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

**This meeting was conducted as a video- and teleconference via Zoom. It was be open to the public via the options detailed below (no longer valid):**

**To attend online, go to: <https://us04web.zoom.us/j/540976430>**

**To attend by telephone, dial (312) 626-6799  
When prompted, enter meeting ID: 540 976 430**

**Wednesday, April 1 2020 - 6:30 P.M.**

**AGENDA**

1. Call to Order: President Linda Hiland called the meeting to order at 6:33 pm. Those present via teleconference, in addition to Hiland, were trustees Beth Blahut, Kevin Budsberg, Petra Streiff (joined at 6:38), Shelly Truttman, Jody Hoesly, Suzi Janowiak, and Library Director Holly Lague.
2. Approval of Agenda: Jody Hoesly moved to approve, 2<sup>nd</sup> by Shelly Truttman. Motion carried.
3. Comments & Questions from the Public: None.
4. Old Business
  - A. Discussion and Consideration: Library Building Project: President Hiland started the discussion by acknowledging that the current public emergency has impacted everyone and will change our next steps for the foreseeable future.
    - i. *Transfer of funds to pay Dimension-IV Invoices 57245, 11019 and 59343 for Site Civil/Stormwater:* Kevin Budsberg moved to approve payment of the following invoices from CFSW Capital Fund: Edge invoice 57245 in the amount of \$8,325.00 dated 12/16/2019, Dimension IV invoice 11019 in the amount of \$24,900.00 dated 3/3/2020, and Edge invoice 59343 in the amount of \$16,575.00 totaling \$49,800.00, 2<sup>nd</sup> by Jody Hoesly. Motion carried.
5. New Business
  - A. Discussion and Consideration: Capital campaign expenditures: Tabled.
  - B. Discussion and Consideration: Policy updates for emergency closures and employee benefits: Kevin Budsberg moved to approve, 2<sup>nd</sup> by Shelly Truttman. Motion carried.
  - C. Discussion and Consideration: Current guidance, restrictions and library operational continuity: Director Lague updated the board on the closure; and the information she is getting regarding the official directives from the state and SCLS regarding how long libraries will remain closed, and how this will impact services. So far, there is the capability of engaging with patrons electronically. Storytime online is being offered. Technical support is also being offered to patrons as they learn new technologies. SCLS is hoping to offer deliveries again before physical locations open, as soon as they determine it is safe to transfer materials. This is a possibility as they figure out a phased approach to re-establishing normal library services in the coming weeks and months. Kevin Budsberg asked how the staff is doing, and Holly Lague reported they are working well both remotely and in the library as possible, and all were healthy at the present time.
6. Bills & Finance Report
  - A. Bills: There were three sets of bills to be approved. These were as follows: February 25, 2020: Total \$10,734.17; March 11, 2020: Total \$3,863.39; March 27, 2020: Total \$1,670.99. Discussion of how to separate out the normal expenses of the library versus the campaign/building project invoices that we receive. Director Lague will consult with Clerk Erb on this topic after the election. Screenshots of the bills were provided and approved by consensus. They will be signed by the trustees at a later date.
  - B. Financial Statement: Attached.

7. Director's Report
8. Approval of Minutes
  - A. February 19, 2020: Jody Hoesley moved to approve, 2<sup>nd</sup> by Kevin Budsberg. Motion carried.
  - B. March 4, 2020: Kevin Budsberg moved to approve, 2<sup>nd</sup> by Shelly Truttmann. Motion carried.
9. Reports/Discussion/Consideration:
  - A. Administration Team: No report.
    - CFSW Financial Report
  - B. Co-chairs Team: Discussion of how the current crisis will affect our timeline and next steps. Linda Hiland detailed the results of some of her research and discussion with experts on additional ways of securing support for the project once we can think about fundraising again. Discussion that it is too soon to tell how long things will be unsettled and we will need to just wait and see how things unfold, and concentrate on how the library can support the community in this time of need.
  - C. Communication Team: Discussion of messaging with the public regarding the current crisis and the vital role the library plays in our community at all times; and how the board and staff are working to meet the needs of the public right now. Consensus of a likely delay to the planned fundraising deadline of 10/10/2020; and putting fundraising on hiatus during this crisis. Consensus to draft a communication to the public about all of the above.
  - D. Grants Team: Continue active outreach and applications as they can during this period.
  - E. Partnership Team: No current meetings scheduled during the crisis.
  - F. Village Board Liaison: Petra Streiff reported the current crisis has resulted in a lot of uncertainty about the future and the economy, and reported on the current state of village operations. She stated that the village government is in good shape and operating as normally as possible. Meetings have been reduced.
  - G. Friends of the Library: They are planning Trivia Night as an online event rather than in person; and as a fundraiser to address the current health crisis. All donations will be freewill, and directed to local emergency relief causes instead of the Friends. The event will be on Saturday, April 18<sup>th</sup> at 8:00 pm. The format is still being finalized, but will offer the public multiple ways to participate.
  - H. President's Report: President Hiland asked the board if they thought we need to have our regular 2<sup>nd</sup> meeting of the month in April, or just wait until the following scheduled meeting on May 6. Consensus to wait until May 6, 2020, unless an interim meeting is needed.
10. Adjournment: President Hiland adjourned the meeting at 7:54 pm.

Respectfully submitted, Suzi Janowiak, Secretary