

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

This meeting was conducted as a video- and teleconference. It was open to the public.

To attend online, go to (no longer valid):

<https://us02web.zoom.us/j/81473511680?pwd=WEJScUZKR0pNTVZZby9rNjlGUWZlZz09>

To attend by telephone, dial (312) 626-6799

Meeting ID: 814 7351 1680

Password: 2azTLp

Wednesday, November 4, 2020 - 6:30 P.M.

AGENDA

1. Call to Order: President Linda Hiland called the meeting to order at 6:39 pm. Those present via teleconference, in addition to Hiland, were trustees Beth Blahut, Kaylee Walters, Shelly Truttman, Suzi Janowiak, and Village Board Liaison Tammy Newberry. Absent: Jody Hoesly. Also present, Library Director Holly Lague.
2. Approval of Agenda: Shelly Truttman moved to approve, 2nd by Tammy Newberry. Motion carried.
3. Comments & Questions from the Public: None.
4. Old Business
 - A. Discussion and Consideration: Phased Reopening of the Library: Director Lague updated the board on the adjustments to the library circulation window and planned intercom system. She also discussed how curbside circulation statistics will now be tracked using automatic reports versus a manual tally, and their appearance will change slightly in the next Director's Report.
 - B. Discussion and Consideration: Library Building Project: President Hiland updated the board on the Change Order #3 from our architects. She also briefed the board on a possible location that is available, but the consensus of the board was that the location was not something they'd be interested in studying. Discussion of Change Order #3 proposal. Shelly Truttman asked if any design would include a section of Candy Cane park, and if we could save money by having one design proposal instead of two. President Hiland asked specifically about the \$5,000 for the plat survey, and if the board wanted to commit to that expense at this time. Kaylee Walters asked about the level of interest on the church's end on selling the property, and it was indicated that they are very interested. Consensus that the survey is an essential part of the proposal.

President Hiland stated that it appears that if we could build on this site, we would be able to erect a larger building than we could on the Durst Road site, given the expense of the site work at that location. Director Lague indicated that according to estimates from Maas Brothers, they feel confident we could save money on water retention and site work; but will need the survey and design proposal to give us firmer numbers. Shelly Truttman asked about timeline, and would we be able to go to bid on our hoped-for timeline. Director Lague said the architects feel confident we could still bid and perhaps break ground in spring of 2021.

Discussion of how/when to engage the public on this possibility to provide transparency. President Hiland suggested an article informing the public that we are still moving forward with the building project, and hoping to break ground in 2021, and stating the reasons for investigating the new location as an option to build a bigger building with the money that we have now. Kaylee Walters suggested a staggered approach of public awareness, notifying donors and potential neighbors first, and then the public at large. President Hiland noted that the

Village Board also needs to be updated about these preliminary discussions and potential changes in location. Director Lague indicated she has been working with Village Administrator Drake Daily on these discussions and he is fully aware of all developments. She also indicated that our architects have indicated there could be significant cost savings if a small portion of the Candy Cane park could be included in the design, which would not involve any section of the playground or sledding hill. President Hiland indicated her desire to get a vote on the question of whether to invest these funds at this meeting in order to be able to meet our desired timeline for 2021. Beth Blahut indicated that it is important to remind the public and our other partners that we plan to build in 2021 with our available funds. Tammy Newberry will update the Village Board at their next meeting on the project. Motion by Suzi Janowiak to authorize the funds in the amount of \$19,000 for Change Order #3 funded from Library savings account at Band of New Glarus, 2nd by Kaylee Walters. Motion carried. President Hiland will then send the documents to the architects and engineers so that they can get started on plans and estimates. President Hiland asked who else would like to serve on the negotiating committee along with Kaylee Walters and (potentially) Drake Daily. Shelly Truttmann will serve as well, and President Hiland will ask Drake Daily if he will agree to be involved.

5. New Business

- A. Discussion and Consideration: Holiday closures: Director Lague shared her proposed dates for closing the library during the holiday season, in order to coordinate with the dates the Village Hall will be closed (attached). Shelly Truttmann moved to approve, 2nd by Beth Blahut. Motion carried.

6. Reports/Discussion/Consideration:

- A. Administration Team: No report.
- CFSW Financial Report
- B. Communication Team: President Hiland asked the board if they wanted her to reformulate the team and ask Mary Hillstrom if she'd be willing to return to the team. Beth Blahut offered to serve as well. Consensus was yes to reassembling this team.
- C. Grants Team: Has not met in the past few weeks; but is waiting to hear on proposals in the process. President Hiland indicated she had heard that pandemic-related grants might be available for infrastructure projects for public projects.
- D. Partnership Team: No report.
- E. Village Board Liaison: No report.
- F. Friends of the Library: Giving Tuesday fundraiser plans are under way, to raise funds for the Capital Campaign matching grant challenge. The Theme is going to be called "Pull Up a Chair" as the focus is raising funds for furniture for the new library. Additionally, they donated \$1,100 for programming and equipment. Farmers Market mini book sales made over \$600 in sales and donations.
- G. President's Report: No report.

7. Adjournment: President Hiland adjourned the meeting at 7:54 pm.

Respectfully submitted, Suzi Janowiak, Secretary

Library Closures for 2020 and 2021 (approved 11/4/2020)

2020

- Sat Nov 28 – day after Thanksgiving
- Sat Dec 26 – day after Christmas
- Thur Dec 31 – New Year's Eve Day

2021

- Fri Jan 1 – New Year's Day
- Sat Jan 2 – day after New Year's
- Mon Jan 18 - Martin Luther King, Jr. Day
- Fri Apr 2 – “Spring holiday” (Friday before Easter)
- Mon May 31 - Memorial Day
- Mon July 5 – designated for July 4
- Mon Sept 6 - Labor Day
- Thur Nov 25 - Thanksgiving Day
- Fri Nov 26 - Friday after Thanksgiving Day
- Thur Dec 23 - Christmas Eve Day observed
- Fri Dec 24 - Christmas Day observed
- Sat Dec 25 – Christmas Day
- Thur Dec 30 – New Year's Eve observed
- Fri Dec 31 – New Year's Day observed
- Sat Jan 1 – New Year's Day