

**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**To attend online, go to (no longer valid):**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/81678795759?pwd=dzVvWFF4UHRIbnBuMzE0ZGJBYmt0Zz09>

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

**Meeting ID: 816 7879 5759**

**Password: L4Jq3s**

**Wednesday, December 16, 2020 - 6:30 P.M.**

**AGENDA**

1. Call to Order: President Linda Hiland called the meeting to order at 6:34 pm. Those present via teleconference, in addition to President Hiland, were trustees Beth Blahut, Shelly Truttman, Jody Hoesly, Kaylee Walters, Suzi Janowiak, and Village Board Liaison Tammy Newberry. Also present, Library Director Holly Lague and citizen Gary Babler (the latter left meeting when closed session commenced).
2. Announcement:
  - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Library Building Project)
3. Approval of Agenda: Jody Hoesly moved to approve, 2<sup>nd</sup> by Tammy Newberry. Motion carried.
4. Comments & Questions from the Public: None.
5. Old Business
  - A. Discussion and Consideration: Library Building Project: To be covered under Item 10.
6. Reports/Discussion/Consideration:
  - A. Administration Team: Jody Hoesly clarified a few points about our virtual Campaign Thermometer and what data is included—right now it is donations received and processed through CFSW. At this time, Giving Tuesday donations, etc., have not been included.
    - CFSW Financial Report: Attached.
  - B. Communication Team: President Hiland spoke to a former team member who is willing to serve again, but not as team leader. Beth Blahut is a member of this team as well and indicated her desire for regular meetings. Shelly Truttman offered to serve on this team.
  - C. Grants Team: Grants team has secured two new grants from CFSW. Jody Hoesly and Beth Blahut shared the details of these grants. The theme is Mapping Our Community. Local people will share their stories via artwork which will be later featured in the new library. Another segment of this project will engage middle school students working in a collaborative method. There will be a large quilt, a wood block sculpture, as well as many individual pieces. At some point, a public event is hoped for to share this art with the community before it goes into the new library. Jody Hoesly indicated that this is the start of many future community-wide collaborations. She also stated the team is and has been looking into possible Capital Campaign grant opportunities, but these are few in number and very difficult to obtain.
  - D. Partnership Team: No report.
  - E. Village Board Liaison: Tammy Newberry updated the board on the village's electrical upgrade project, but noted there were no specific library-related village board updates to report.
  - F. Friends of the Library: Director Lague updated the board on the result of the Friends' Giving Tuesday initiative. The drive raised \$9,805 and the Friends generously contributed an additional \$1,500, for a total of \$11,305; which will be divided between library programming and furniture for the Young Adults section of the new library. It was noted that these funds will fully fund budgeted programming costs for 2021.
  - G. President's Report: No report.
7. Bills & Finance Report

A. Bills: Bill packets were presented electronically and approved, \$743.26 dated 11/19/2020 and \$2,170.84 dated 12/8/2020.

B. Financial Statement: Attached.

8. Director's Report: Attached.

9. Approval of Minutes November 18, 2020: Jody Hoesly moved to approve, 2<sup>nd</sup> by Beth Blahut. Motion carried.

10. The Board will Convene into Closed Session: Tammy Newberry moved to go into closed session, 2<sup>nd</sup> by Kaylee Walters. Motion carried by unanimous roll call vote.

11. The Board will Convene into Open Session: Kaylee Walters moved to reconvene in open session, 2<sup>nd</sup> by Shelly Truttmann. Motion carried by unanimous roll call vote.

A. Results of Closed Session: Discussion & Consideration: Library Building Project is moving forward.

12. Adjournment: President Hiland adjourned the meeting at 7:40 pm.

Respectfully submitted, Suzi Janowiak, Secretary

**New Glarus Public Library**  
**Director's Report – December 16, 2020**  
**Holly Lague, Director**

**Library Services**

Our service window remains as busy as ever, with growing traffic on Saturdays as word gets out of that availability. Printing continues to be in high demand. Fees for small black-and-white jobs are still being waived, although we've been telling patrons that the \$.10/page fees will take effect in January. Grab-and-go crafts will be wrapping up at the end of the month and will be on pause through January as we transition to a new year of activity plans.

**Fundraising Efforts**










With their recent Giving Tuesday campaign, the Friends of the New Glarus Public Library have raised \$9,805 and generously donated another \$1,500, for a grand total of \$11,305 to date. Donations will be accepted through the end of December and will be supporting library programs in 2021 and teen furniture in the new library building. The furniture funds will also be matched by the ongoing Love of Community matching grant.

We also congratulate the Grants Team on their awards from the New Glarus Community Foundation/Community Foundation of Southern Wisconsin (CSFW)! These grants will support community art projects that will enhance the new building. We look forward to supporting the projects however we can, and to seeing what folks create!

# November 2020 Highlights

Nov  
2020

## Curbside – Nov 2020

	Items checked out	304
	<i>Village of New Glarus</i>	126
	<i>Town of New Glarus</i>	49
	<i>Town of Exeter</i>	5
	<i>Town of York</i>	59
	<i>Other Green County</i>	32
	<i>Dane County</i>	22
	<i>Lafayette County</i>	1
	<i>Rock County</i>	1
	Use of eBooks/e-Audio	725
	Items Added	91
	Items Deleted	335
	ILL checkouts	4
	Public computer sessions	0
	Public wi-fi sessions	4,489
	Library website visits	1,400
	Patrons Added	2
	Hours Open*	142
	Patron Visits	584
	Average Patrons/Hour	4.1

Days Offered	# of Items**	# of Patrons	Avg Patrons per Day	Avg Items Per Day
22	2771	584	27	126

\*\*As of October 2020, we stopped trying to keep a manual tally of items we're handing through the service window due to high volumes. To figure this out, we're now using a system-generated circulation report and removing the staff and internal checkouts. Patron visits are still tallied manually at the window.

\*Service window open for walk-up hours.

Digital Resources	Nov 2020	2020 Avg/Month	2019 Avg/Month
Consumer Reports	4	37	52
Transparent Languages	0	3	21
Ancestry	83	11	8
SCLS Badgerlink e-resources	n/a	n/a	3

New Glarus Public Library Program Attendance

November 2020

**Giveaways**

<b>What</b>	<b>Weeks offered</b>	<b># Items Handed Out (1 per patron)</b>
Preschool crafts	5	241
Elementary school crafts	1	50
Teen crafts	1	25
Adult crafts	1	25

**Virtual Children's Events\***

	<b>Count</b>	<b>Live Views (Total)</b>	<b>Live Views (Average per video)</b>	<b>Recording Views (Total)</b>	<b>Recording Views (Average per video)</b>
Storytimes	9	39	4	128	14
Colossal Fossils	4	10	3	24	6

**LIBRARY****SAVINGS #2775 (APY .10%)**

Beg. Balance	44,125.64	
Interest	3.00	
Deposit		
Fundraising expense (Dimension IV)		
End. Balance		44,128.64

**Savings #2763 [25-11520] (APY .10%)**

Beg. Balance	1,063.93	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		1,064.00

**SUBTOTAL [25-11520]****45,192.64****SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]**

Beg. Balance	20,195.49	
Interest	6.02	
End Balance		20,201.51

**SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]**

Beg. Balance (funded 9/28) [Town Impact fees]	136,206.41	
Deposit		
Interest	40.60	
End Balance		136,247.01

**TOTAL LIBRARY INVESTMENTS 201,641.16****FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)**

Community Foundation of Southern WI [most recent information available]

Library Capital Campaign Fund		
CASH Deposits thru 9/30/20		965,531.62
Interest/Dividend Income		47.63
Less fees		-0.94
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 10/31/20		965,578.31
Library Operations Fund		
Balance 9/30/20		26,823.94
Gifts/Pledges received		
Interest Income		1.31
Disbursements (Fees)		-0.02
Balance 10/31/20		26,825.23
Spendable Balance 10/31/20		26,425.23
Library Endowment Fund		
Beginning Balance 9/30/20		28,060.61
Contributions		
Investment Activity		-389.64
Investment fees		
BALANCE 10/31/20 [NON-CASH]		27,670.97
Spendable Balance 10/31/20		1,882.88