

**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.
<https://us02web.zoom.us/j/86097079436?pwd=emtmMEI6TUU3TmlUanVyOE4rb1ViZz09>

**To attend by telephone, dial (312) 626-6799
Meeting ID: 860 9707 9436
Password: 400457**

Wednesday, April 7, 2021 - 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 Kaylee Walters, Beth Blahut, Shelly Truttmann, Jody Hoesly, Suzi Janowiak, and Village Board Liaison Tammy Newberry. Also present, Library Director Holly Lague, Jim Gersich of Dimension IV, Anthony Maas and Mark Stafford from Maas Brothers Construction, Brian Beaulieu from Edge Consulting Engineers, and Kevin Budsberg from the Building Committee.
2. Announcement: 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: President Hiland asked for an approval of the agenda, minus Item 7 (Closed Session) as it was not needed. Shelly Truttmann moved to approve with removal of Item 7, 2nd by Beth Blahut. Motion carried.
4. Comments & Questions from the Public: None.
5. Old Business
 - A. Discussion and Consideration: Library Building Project: President Hiland thanked all those from the Design/Building Teams for their attendance. She stated that she, Director Lague, and team members had met with village officials and engineer to discuss water retention and stormwater protocol in and around the proposed site. President Hiland asked Brian Beaulieu to discuss his latest discussions with Pat Rank regarding stormwater issues. Brian indicated that he is confident the village's recommendations for control of stormwater can be achieved. He also does not believe the design required for same would be costly. Mark Stafford asked if the village would have some responsibility for shared expenses for this part of the project. Brian Beaulieu replied that perhaps the section that is not on the library property or abutting it could be a point of discussion on shared costs, as the new drainage channel will benefit both the village and the library. It was noted that the village storm sewer located at 5th Street and Valley is currently undersized to begin with. Brian also indicated that a stormwater retention basin will not be needed for Phase 1 but would likely be needed for Phase 2. The village has indicated that there are currently no plans for infrastructure improvements in this area for the next 10 years. Jim Gersich pointed out there will still be a need for a parking variance.

Linda Hiland asked the professionals on the team if they had recommendations for building placement on the site. Mark Stafford indicated he recommended the placement be closer to 10th Ave as it would likely provide cost savings. He also indicated he recommended waiting on the retention pond until Phase 2. Jim Gersich indicated that it was his opinion that this site was a better option for the new library than the Durst Road site due to the savings on site work and retention walls. Brian Beaulieu concurred that money will be saved on stormwater issues as well at this site as opposed to Durst Road. He also recommended positioning Phase 1 closer to 10th Avenue. Jim Gersich agreed with Mark and Brian on the building position. Shelly Truttmann asked about grading on the site, especially as regards the sledding hill. Brian replied that some

sort of earthen barrier should be constructed to prevent sledders from going into the south end of the parking lot. Holly indicated snow plowing would likely mound snow onto that end of the parking lot, creating a natural stop. Mark Stafford and Brian Beaulieu left the meeting at 7:15.

Jim Gersich discussed the proposed Change Order #4. He explained for the new trustees the purpose of the Change Order which is to create a new Concept and Budget report for the new site. He proposed a phased approach to creating the document, with resulting phased fees. The new report will reflect the phased approach to building with Phase 1 being around 7,000 sq. feet, and the proposed eventual buildout to 12,000 sq. feet. Shelly Truttmann clarified that this proposal limits our liability for fees in case anything falls through, and Jim Gersich confirmed that reasoning behind the fee arrangement. He left the meeting at 7:22 pm.

- Building placement options and stormwater mitigation: President Hiland asked for opinions from the trustees on building placement, noting that all of our designers and engineers have the same recommendation on placement towards 10th Avenue; building towards the south in future phases. This also allows future expansion without disrupting library operations. Consensus of the board that it is important not to disrupt the sledding hill and this needs to be part of the messaging. Shelly Truttmann pointed out that the hill will now be on village/library property, as opposed to the situation now where it is owned by the church and is private property. Village may designate the area as a park after the purchase. Kevin Budsberg asked about timeline for Phase 2; and Director Lague stated that the bid process will ask for bids for Phase 1 and also for Phase 1/Phase 2 at the same time, and if donations come in when the construction commences, we may be able to do both at the same time. If not, we will build Phase 1 and then build Phase 2 in the future. Consensus to move forward with designing with the building closer to 10th Avenue.
- Dimension-IV Change Order #4: President Hiland asked if the board wanted to move forward now or wait. Shelly Truttmann moved to move forward and approve Change Order #4, 2nd by Tammy Newberry. Motion carried.
- Storage of furniture at Swiss Center of North America: Beth Zurbuchen at the Swiss Center contacted President Hiland and indicated that the Swiss Center is planning a remodel soon. Beth Zurbuchen wanted to discuss the new library furnishings that we currently have stored in their basement. President Hiland proposed calling a meeting to talk about the details with the Swiss Center and their timeline. Discussion of alternate sites for storage.

B. Discussion and Consideration: Mowing of Durst Road site: The Village will continue mowing the site. As regards the hay section, Shelly Truttmann will contact the parties who have arranged for the harvesting of the hay in previous years.

C. Discussion and Consideration: Phased Reopening of the Library: Director Lague indicated that CDC guidelines and other data have indicated an extremely low risk of contacting COVID 19 via surface transmission (materials). Trustees indicated support for eliminating the quarantining of materials going forward. Director Lague indicated this is a step forward to transitioning to reopening the library to patrons. Village Hall is also considering their timeline for reopening to the public. It is hoped that the current rate of vaccinations in the general public will help speed up the reopening timeline.

6. Reports/Discussion/Consideration:

A. Administration Team

- CFSW Financial Report

B. Communication Team

C. Grants Team: Deadline for the Mapping Project is Saturday, April 10.

D. Partnership Team

- E. Village Board Liaison: Tammy Newberry said she hoped that it would be possible for the Library Board to schedule an introductory meeting, as we traditionally do, with the two newest Village Board trustees soon, given the improved situation with vaccinations.
 - F. Friends of the Library: April 24th will be a kickoff event for book donations for the annual Book Sale. Hopefully, this will be the time when the bulk of materials donations will come in. An outdoor trivia event is planned for Memorial Day weekend. This will be a family friendly event. Mini book sales at the farmer's market, as The Friends had done in 2020, are under discussion for this year as well.
 - G. President's Report: We are waiting for the purchase agreement from the village attorney. Depending on the timing of receiving that document, we may need to call a special meeting. This would be chaired by Vice President Beth Blahut; as President Hiland has recused herself from all discussions related to the potential sale.
- 7. The Board will Convene into Closed Session (Not needed)
 - 8. The Board will Convene into Open Session
 - A. Results of Closed Session: Discussion & Consideration: Library Building Project
 - 9. Adjournment: President Hiland adjourned the meeting at 8:18 pm.

Respectfully submitted, Suzi Janowiak, Secretary