

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/87074541865?pwd=cVh1RVkvYlJyUGdVTXB1ZDIwdzRIQT09>

To attend by telephone, dial (312) 626-6799
Meeting ID: 870 7454 1865
Password: 876313

Wednesday, May 19, 2021 - 6:30 P.M.

AGENDA

1. Call to Order: President Linda Hiland called the meeting to order at 6:30 pm. Those present, in addition to Linda Hiland, were trustees Beth Blahut, Kaylee Walters, Jody Hoesly, Suzi Janowiak, and Shelly Truttmann. Also present: Library Director Holly Lague and Village Administrator Drake Daily.
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: Kaylee Walters moved to approve, 2nd by Jody Hoesly. Motion carried.
4. Comments & Questions from the Public: None
5. Old Business
 - A. Discussion and Consideration: Library Building Project: Discussion of upcoming public outreach open house event on May 22, 2021. Discussion of if masks should be worn at this outdoor event. Linda Hiland suggested wearing masks; discussion of new CDC and school district guidelines for outdoor wearing of masks. Drake Daily indicated that when Village Hall reopens, all staff will be wearing a mask when interacting with the public. Shelly Truttmann pointed out that it is easier to present a friendly face without a mask. Jody Hoesly pointed out that the protocol might be to have our masks in our pockets and be able to put them on as needed or when requested by an attendee. Consensus to follow this approach.
Discussion of the proposed handouts. Linda Hiland suggested having these at the library window for those who cannot attend the open house. Holly Lague suggested borrowing a couple of tables from the Community Room for the event, and Drake Daily said that was possible. Discussion of other materials and details for the event. Discussion of the most accurate language for the parcel and consensus to clarify the parcel is "Proposed Public Green Space." Drake Daily concurred that this terminology seemed better than the previous "Proposed Park Expansion." Discussion of the sledding hill and consensus that we are proud of the balance we have achieved in the proposed site plan, which has been tailored to preserve the sledding hill for public use.
 - B. Discussion and Consideration: Phased Reopening of the Library: Director Lague shared that staff are looking forward to reopening the library to the public in a phased manner, but the mask requirement will stay in place to protect high risk patrons and staff. She is planning for three days a week open to the public in the month of June, as a start, and the other three days will be window service only. At the end of June, they will re-evaluate how the new system has worked.
6. New Business
 - A. Discussion and Consideration: Linda Hiland opened Election of Officers: Suzi Janowiak moved to close nominations and cast a unanimous ballot for Linda Hiland as President, 2nd by Shelly Truttmann. Motion carried. Linda Hiland moved

- to close nominations and cast a unanimous ballot for Beth Blahut as Vice President, 2nd by Shelly Truttman. Motion carried. Suzi Janowiak moved to close nomination and cast a unanimous ballot for Kaylee Walters as Secretary, 2nd by Beth Blahut. Linda Hiland moved to close nominations and cast a unanimous ballot for Shelly Truttman as Treasurer, 2nd by Jody Hoesly. Motion carried.
- B. Discussion and Consideration: Returning to in-person meetings: Village Hall will be reopening on June 1, and the Village Board is discussing resuming their meetings in person in the Village Hall boardroom. Discussion of how hybrid in person and Zoom meetings could be an option for any persons who are not comfortable attending in-person meetings. Consensus to hold June 2 meeting via Zoom and work toward an in-person solution.
7. Bills & Finance Report
- A. Bills: Bills were presented via screensharing and approved as follows: \$1,899.93 dated 5/4/2021.
- B. Financial Statement: Attached.
8. Director's Report: Attached.
9. Approval of Minutes
- A. April 21, 2021: Shelly Truttman moved to approve, 2nd by Kaylee Walters. Motion carried.
- B. May 5, 2021: Beth Blahut moved to approve, 2nd by Shelly Truttman. Motion carried.
10. The Board will Convene into Closed Session: Linda Hiland left the meeting at 8:06 pm. Kaylee Walters moved to go into closed session, 2nd by Jody Hoesly. Motion carried by unanimous roll call vote.
11. The Board will Convene into Open Session: Kaylee Walters moved to go into open session, 2nd by Shelly Truttman. Motion carried by unanimous roll call vote.
- A. Results of Closed Session: Discussion & Consideration: Library Building Project: The Library Board will have a closed session at a future meeting to discuss further negotiations with Shepherd of the Hills church.
12. Adjournment: Vice President Beth Blahut adjourned the meeting at 8:44 pm.

Respectfully submitted, Suzi Janowiak, Secretary



Director's Report – May 19, 2021

Holly Lague, Director

Library Services

Indoor services are on the horizon and staff are very excited. We're working on a plan to phase browsing and circulation in and to make changes sustainably, so we're not having to walk back from steps forward. We're also cautiously optimistic about planning more outdoor programs beyond the Trivia by Daylight event we're hosting with the Friends of the Library.

Summer Library Program

This year's summer library program is set to run from June 21-July 30, with a theme of "Tails and Tales: Enjoy the wild side of summer!" It will feature the weekly craft kits and StoryWalks that were popular last year, along with the book giveaways where all kids ages 0-18 can choose a free book. New this year is a scavenger hunt!



Program Participation	2021 Apr Participants	2021 Avg/Prog	2020 Avg/Prog
Children's/Teen Events	175	18	32
Adult/General Events	0	0	18
Children's/Teen "self-serve"	232	37	70
Adults "self-serve"	17	14	25



STATISTICS		2021 Apr	2021 YTD	2020 YTD	2020 Total
	Items Borrowed	2,428	11,523	10,899	28,029
	% Village of New Glarus	49.3%	46.1%	44.4%	47.3%
	% Town of New Glarus	23.8%	22.8%	24.1%	22.5%
	% Town of York	12.2%	12.2%	8.9%	11.5%
	% Other Green County	7.5%	9.0%	12.0%	11.3%
	% Dane County	4.9%	7.1%	7.5%	5.6%
	% Other	2.2%	2.8%	3.1%	1.8%
	eBooks/e-Audio Borrowed	781	3,138	3,047	9,164
	Public WiFi sessions	4,589	15,361	15,708	48,480
	Public computer sessions	3	6	228	250
	Online Tools & Databases	127	400	183	617
	Website Visits	1,732	6,689	5,828	17,309
	Library Visits	749	2,864	6,010	10,034
	Average Patrons per Day	30	29	77	47
	Patrons Added	3	15	32	63
	Items Added	170	724	872	2,096
	Items Deleted	595	1,222	895	1,840

LIBRARY

SAVINGS #2775 (APY .10%)

Beg. Balance	25,138.65	
Interest	1.65	
Deposit		
Withdrawal		
End. Balance		25,140.30

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

Beg. Balance	1,064.29	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		1,064.36

SUBTOTAL [25-11520]

26,204.66

SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]

Beg. Balance	20,214.84	
Interest	1.83	
End Balance		20,216.67

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

Beg. Balance (funded 9/28) [Town Impact fees]	137,337.09	
Deposit (Exeter donation)		
Interest	12.42	
End Balance		137,349.51

TOTAL LIBRARY INVESTMENTS

183,770.84

FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)

Community Foundation of Southern WI [most recent information available]

Library Capital Campaign Fund		
CASH Deposits thru 2/28/21		1,013,683.04
Interest/Dividend Income		17.54
Less fees		0.00
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 3/31/21		1,013,700.58

Library Operations Fund		
Balance 2/28/21		26,747.06
Gifts/Pledges received		
Interest Income		0.47
Disbursements (Fees)		-82.04
Balance 3/31/21		26,665.49
Spendable Balance 3/31/21		26,465.49

Library Endowment Fund		
Beginning Balance 2/28/21		31,225.43
Contributions		
Investment Activity		551.59
Investment fees		-65.15
BALANCE 3/31/21 [NON-CASH]		31,711.87
Spendable Balance 3/31/21		1,882.88