

VILLAGE OF NEW GLARUS
MINUTES OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
Village Hall-Community Room

Wednesday, July 7, 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 Hiland, were trustees Beth Blahut, Shelly Truttmann, Kaylee Walters (left meeting at conclusion of Library Board reorganization), Suzi Janowiak, Library Director Holly Lague and Village Board trustee Tammy Newberry.
2. Approval of Agenda: Linda Hiland announced one change to the agenda: Closed Session B was not necessary at this meeting. Walters moved to approve with the update, 2nd by Newberry. Motion carried.
3. Announcement:
 - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Interim director candidate).
 - B. 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. (Negotiation of purchase agreement with Shepherd of the Hills for potential new library site)
4. Comments & Questions from the Public-None.
5. Old Business
 - A. Discussion and Consideration: Library Building Project
Hiland received a message from Swiss Center of North America that they'd like the library's furniture to be removed from their storage by July 31st. Lague will ask Village Administrator Daily if we could store the large desk in the Community Room at Village Hall for 3 months. In storage at SCNA are also 18 pallets filled with smaller boxes that are heavy, containing metal shelving components. Lague will ask Hoesly if there is room in her barn for the metal shelving; she will also contact area residents about using storage space in their barns/sheds. Walters said she could perhaps store more in her garage. Truttmann said she will find out if her family's trailer could be used for the move. Lague will ask Joe Cockroft if the Village staff has a pallet jack and if the staff could help move the large items. Truttmann will look into equipment rental if necessary for the move. Hiland will email Zurbuchen at SCNA to inform her that the Library Board is working on a plan to remove the stored items.
 - B. Discussion and Consideration: Phased Reopening of the Library: Director Lague. stated that Green County libraries are discussing fall plans for reopening, and weighing the continued restrictions for the safety of children under 12 and others who cannot be vaccinated.
 - C. Approval of Minutes, May 19, 2021: Newberry moved to approve, 2nd by Truttmann. Motion carried.
6. New Business
 - A. Discussion and Consideration: 2022 Budget:
Lague explained that we are receiving more funds than usual from Green County due to the very strange statistics from the year 2020, but that this is expected to

be a one-time increase. She walked the Board through her reasoning and recommendation that a 5-year average and mid-year projection be used to determine the amount that might be considered surplus this year, and how it would be reflected in the budget overall. Lague assured the Board that she would prepare a list of budget comments to help orient her replacement. The Board agreed that Lague should send the budget proposal to the Village Board.

- B. Discussion and Consideration: Library Director resignation letter
Walters made a motion to accept the resignation letter from Library Director Holly Lague, 2nd by Newberry. Motion carried.
- C. Discussion and Consideration: Library Board reorganization
Walters stepped down from the Board at this time. Hiland made a motion to close nominations and cast a unanimous ballot for Suzi Janowiak to serve as Board Vice President, 2nd by Truttmann. Motion carried.
Hiland made a motion to close nominations and cast a unanimous ballot for Beth Blahut to serve as Board Secretary, 2nd by Truttmann. Motion carried.

7. Reports/Discussion/Consideration:

- A. Administration Team-nothing to report
- B. Communication Team-nothing to report
- C. Grants Team-nothing to report
- D. Partnership Team-nothing to report
- E. Village Board Liaison-nothing to report
- F. Friends of the Library-Book storage for the annual book sale is full. There are so many books that they will extend the usual one-day book sale to be a two-day event in 2021.
- G. President's Report-nothing to report

8. The Board will Convene into Closed Session:

Discussion & Consideration: Interim director candidate
Janowiak moved to go into closed session, 2nd by Newberry. Motion carried by unanimous roll call vote.

9. The Board will Convene into Open Session: Janowiak moved to go into open session, 2nd by Newberry. Motion carried by unanimous roll call vote.

Results of Closed Session:

The Board will be speaking with the interim library director candidate.

10. Adjournment: President Hiland adjourned the meeting at 8:50 pm.

Respectfully submitted, Beth Blahut, Secretary

VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574

Wednesday, July 21, 2021 - 6:30 P.M.

AGENDA

1. Call to Order: President Linda Hiland called the meeting to order at 6:33 pm. Those present, in addition to Hiland, were trustees Beth Blahut, Shelly Truttman, Jody Hoesly, Suzi Janowiak, Library Director Holly Lague and Village Board Liaison Tammy Newberry. Also present, local resident Deb Johnson and Village Administrator, Drake Daily.
2. Approval of Agenda: Hiland requested approval of the agenda with the following change: The closed session 11. B. [Discussion & Consideration: Negotiation of purchase agreement with Shepherd of the Hills] will be moved to follow item 4. [Comments & Questions from the Public]. Newberry made a motion to approve the agenda with this change, 2nd by Janowiak. Motion carried.
3. Announcement:
 - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Interim director).
 - B. 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. (Negotiation of purchase agreement with Shepherd of the Hills for potential new library site)
4. Comments & Questions from the Public: Deb Johnson made comments about the potential site of the new library at Shepherd of the Hills. She is concerned about the loss of greenspace, the water issues at the site and the surrounding area and the poor condition of the streets in that area. Library Board trustees thanked Johnson for her comments. Johnson left the meeting at 6:35.
5. The Board will Convene into Closed Session [11. B. on Agenda]:
 - A. Discussion & Consideration: Negotiation of purchase agreement with Shepherd of the Hills:

Hiland left the meeting at 6:36. Newberry made a motion to go into closed session, 2nd by Truttman. Motion carried by unanimous roll-call vote.
6. The Board will Convene into Open Session: Newberry made a motion to go into open session, 2nd by Truttman. Motion carried by unanimous roll-call vote. Hiland returned to the meeting.

A. Results of Closed Session:

Truttmann made the motion, Janowiak seconded that the New Glarus Library Board has decided to cease consideration of the Shepherd of the Hills site because the Board agrees it is not the best location for the future library facility. Motion carried with Hiland abstaining.

7. Old Business

A. Discussion and Consideration: Library Building Project

The Board decided to dispose of all of the furniture stored at the Swiss Center of North America at this time, rather than to find new storage options. Truttmann will look into the steps necessary to sell the metal shelving for the scrap metal. The metal scrapping and/or disposal plan will have to include removing shelving currently stored in Hoesly's barn. Lague will contact Joe Cockroft to discuss how the village staff could assist in disposal of the items at SCNA, and ask if the Village has a trailer. The large wooden desk could be given away or burned. Truttmann and Lague will coordinate dates to make a plan to remove the items.

B. Discussion and Consideration: Phased Reopening of the Library

Lague reported that the current service model continues to provide the most consistent and widest access to patrons while balancing safety. Library staff are keeping an eye on current COVID-19 news and public health recommendations. Lague notes the American Academy of Pediatrics recommendation for universal masking in schools regardless of vaccination status, and the Village Board's recent decision to require masks during meetings. Mask requirements for Village Hall in general have not changed

The Board decided that going forward, its meetings will continue to be held at Village Hall in the Community Room. Trustees will bring masks and wear them if it is determined to be prudent. Members of the public who attend meetings will be asked to wear a mask if the Board is masked. If there is a request to do so, the Board will meet via Zoom.

8. New Business

A. Discussion and Consideration: Library Director Search

The Board decided to use the Baker Tilly job description as a format for the library director position. The Board edited the document with changes as seen appropriate. Blahut made a motion to approve the edits made 7-21-21 to the Library Director job description. 2nd by Newberry. Motion carried. Lague will send all other library job descriptions to the LB before the Aug 4 meeting so the Board will be prepared to update them, following the Village's Baker Tilly format. The Board edited the Library Director job posting and will send this description to

Mark Ibach for posting on SCLS. The job will also be posted on the NG Library webpage-on the employment tab. Hiland shared a suggested timeline for hiring a new director. This timeline may be adjusted as necessary. The LB meeting for Aug. 18 is cancelled because three trustees are unavailable and there would not be a quorum.

9. Bills & Finance Report

A. Bills

Bills were presented and approved as follows: \$6,999.78 dated July 20, 2021

B. Financial Statement

10. Director's Report: Attached

11. Approval of Minutes

- A. Truttman made a motion to approve the minutes of June 16, 2021 with two edits. 2nd by Janowiak. Motion carried.
- B. Special Meeting June 23, 2021-tabled at this time.
- C. Truttman made a motion to approve the minutes of July 7, 2021. 2nd by Newberry. Motion carried.

12. The Board will Convene into Closed Session [11. A. on Agenda]:

Newberry made a motion to go into closed session, 2nd by Truttman. Motion carried by unanimous roll-call vote.

13. The Board will Convene into Open Session

A. Results of Closed Session: Discussion & Consideration: Interim director

Newberry made a motion to go into open session, 2nd by Truttman. Motion carried by unanimous roll-call vote.

Results of Closed Session: Truttman made a motion to approve Resolution 21-01 the appointment of Erica Loeffelholz as the Interim Director of the New Glarus Library. 2nd by Hoesly. Motion carried.

14. Adjournment: Hiland adjourned the meeting at 9:34 pm.

Respectfully submitted, Beth Blahut, Secretary



Director's Report – July 21, 2021
Holly Lague, Director

Library Services

We continue to welcome patrons in for browsing Mondays, Wednesdays and Fridays, with window-only service on Tuesdays, Thursdays and Saturdays. Masked browsing appointments are available on the window-only days, and we've let single patrons in to use the computer during those times as well. Staff continue to wear masks to help provide a safe environment for younger children and others who cannot be vaccinated.

Summer Library Program

We've hosted two successful Book Giveaway days, with families visiting the Community Room and selecting a free book for kids 0-18 to keep. Word about Ms. Brooke's crafts seems to spread quickly at Monday swimming lessons, as we've had many towel-wrapped kiddos visit the window asking for "the craft bag my friend has?" Younger kids are also enjoying the dragon tail search in the library during browsing days.

Milo Parker Display and Prize Giveaway

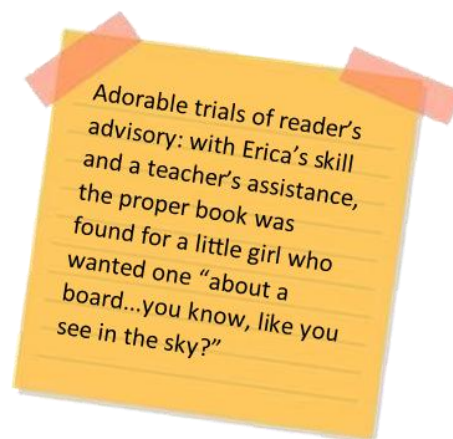
Local artisan Milo Parker has arranged a lovely display for us of his woodcarvings and handmade instruments. He included background information about how dulcimers are related to the Swiss zither and other folk instruments, and how they're used in various music styles including blues. All are shared in the spirit of celebrating things we've learned from books. He also generously donated books and instruments to be given away as prizes for a drawing we'll hold on August 16.

Traveling Exhibit: Celebrate the Grasslands

We're looking forward to hosting a three-panel display about grasslands and native birds in early August, sponsored by the Driftless Area Land Conservancy. The exhibit was originally planned for 2020 but postponed due to the pandemic. We expect it to *dovetail* nicely with Milo Parker's carved bird display and book giveaway.



Program Participation	2021 June Participants	2021 Avg/Prog	2020 Avg/Prog
Children's/Teen Events	72	17	32
Adult/General Events	7	11	18
Children's/Teen "self-serve"	242	35	70
Adults "self-serve"	n/a	11	25



STATISTICS		2021 June	2021 YTD	2020 YTD	2020 Total
	Items Borrowed	2,750	16,397	12,584	28,029
	% Village of New Glarus	52.1%	48.4%	44.4%	47.3%
	% Town of New Glarus	24.0%	22.8%	25.2%	22.5%
	% Town of York	11.9%	11.8%	8.6%	11.5%
	% Other Green County	5.5%	8.1%	11.6%	11.3%
	% Dane County	4.5%	6.5%	7.5%	5.6%
	% Other	2.1%	2.4%	2.8%	1.8%
	eBooks/e-Audio Borrowed	676	4,601	4,651	9,164
	Public WiFi sessions	4,775	24,494	23,143	48,480
	Public computer sessions	3	11	236	250
	Online Tools & Databases	156	673	257	617
	Website Visits	1,432	9,751	9,185	17,309
	Library Visits	1,116	4,732	6,528	10,034
	Average Patrons per Day	26	32	61	47
	Patrons Added	6	23	37	63
	Items Added	182	1,073	1,160	2,096
	Items Deleted	399	1,891	1,051	1,840

LIBRARY

SAVINGS #2775 (APY .10%)

Beg. Balance	20,379.32	
Interest	1.44	
Deposit		
Withdrawal	-670.11	
End. Balance		19,710.65

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

Beg. Balance	1,008.42	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		1,008.49

SUBTOTAL [25-11520]

20,719.14

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

Beg. Balance	20,218.22	
Interest	1.83	
End Balance		20,220.05

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

Beg. Balance (funded 9/28) [Town Impact fees]	137,360.05	
Deposit (Exeter donation)		
Interest	12.42	
End Balance		137,372.47

TOTAL LIBRARY INVESTMENTS

178,311.66

FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)

Community Foundation of Southern WI [most recent information available]

Library Capital Campaign Fund

CASH Deposits thru 4/30/21	1,014,272.55
Interest/Dividend Income	15.48
Less fees	
Less Withdrawals	-5,600.00
Gifts/Pledges received	30,300.00
SPENDABLE CASH Available 5/31/21	1,038,988.03

Library Operations Fund

Balance 4/30/21	26,665.91
Gifts/Pledges received	
Interest Income	0.40
Disbursements (Fees)	0.00
Balance 5/31/21	26,666.31
Spendable Balance 5/31/21	26,466.31

Library Endowment Fund

Beginning Balance 4/30/21	32,714.38
Contributions	
Investment Activity	324.45
Investment fees	0.00
BALANCE 5/31/21 [NON-CASH]	33,038.83
Spendable Balance 5/31/21	1,882.88

VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574

Wednesday, August 4, 2021 - 6:30 P.M.

AGENDA

1. Call to Order: President Linda Hiland called the meeting to order at 6:34 pm. Those present, in addition to Hiland, were trustees Beth Blahut, Shelly Truttmann, Jody Hoesly, Suzi Janowiak, Library Director Holly Lague and Village Board Liaison Tammy Newberry. Also present, local resident, Daniel Ramirez.
2. Approval of Agenda: Truttmann made a motion to approve the agenda, 2nd by Janowiak. Motion carried.
3. Announcement:
 - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Evaluation criteria for library director candidates).
4. Comments & Questions from the Public: None.
5. Old Business:
 - A. Discussion and Consideration: Library Building Project
The Board will respond to the questions posed by the Shepherd of the Hills Church, as well as questions posed by the Swiss Church regarding the library building project.
 - B. Discussion and Consideration: Phased Reopening of the Library
The Library Board supports Director Lague's decision to post signage requiring masks in the library. In an effort to protect vulnerable populations, signage will direct patrons without masks to use the outdoor window at this time.
 - C. Discussion and Consideration: Library Director Search
President Hiland has established a timeline for the search for a new director. Hiland will send the revised qualifications to the trustees to use in this process.
 - D. Discussion and Consideration: Approval of minutes from Special Meeting June 23, 2021. Hoesly made a motion to approve the minutes from the special meeting of June 23, 2021, 2nd by Truttmann. Motion carried.
6. New Business:
 - A. Discussion and Consideration: Library staff job descriptions and format update.
The Board reviewed and made minor edits to the job descriptions for the following staff positions: Assistant Director, Youth Services Librarian, and Library Clerk. Newberry made a motion to adopt the new job descriptions, 2nd by Truttmann. Motion carried.

7. Reports/Discussion/Consideration:

A. Administration Team: No report.

- CFSW Financial Report

B. Communication Team. Blahut reported that there was a press release in The Post Messenger Recorder on July 29 regarding the "Mapping Our Community" art exhibit in the Village Hall.

C. Grants Team: No report.

D. Partnership Team: No report.

E. Village Board Liaison: No report.

F. Friends of the Library: Lague reported that the Friends have twice as many books as usual for the annual book sale and they are planning a two day sale in the Community Room.

G. President's Report: No report.

8. The Board will Convene into Closed Session:

Truttman made a motion to go into closed session, 2nd by Newberry. Motion carried by unanimous roll-call vote.

9. The Board will Convene into Open Session:

Newberry made a motion to go into open session, 2nd by Truttmann. Motion carried by unanimous roll-call vote.

10. Adjournment: Hiland adjourned the meeting at 8:12 pm.

Respectfully submitted, Beth Blahut, Secretary

**VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Board Room
319 2nd Street, New Glarus WI 53574**

Wednesday, September 1, 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 Hiland, were trustees Beth Blahut, Shelly Truttman, Daniel Ramirez, Jody Hoesly, and Interim Library Director Erica Loeffelholtz. Absent: trustee Suzi Janowiak, Village Liaison Tammy Newberry.
2. Approval of Agenda: Hoesly moved to approve the agenda, 2nd by Truttman. Motion carried.
3. Announcement:
 - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Review applications for library director candidates).
4. Comments & Questions from the Public: Nothing to report.
5. Old Business:
 - A. Discussion and Consideration: Library Building Project
Hoesly made a motion to pursue continued discussion regarding the Shepherd of the Hills site. 2nd by Truttman. Motion carried (Hiland abstaining).
 - B. Discussion and Consideration: Phased Reopening of the Library
Due to Very High transmission levels of Covid in Green County, the Library Board and staff have decided to return to curbside only access beginning after Labor Day for the safety of patrons and staff. The situation will be assessed monthly.
 - C. Discussion and Consideration: Library Director Search
6. New Business: Nothing to report.
7. Reports/Discussion/Consideration:
 - A. Administration Team:
 - CFSW Financial Report
 - B. Communication Team: The team will submit 2 press releases to the PMR, an update on the building project and a letter in appreciation of Holly's service.
 - C. Grants Team: The team is currently working with the New Glarus Middle School on an art and geography project titled, Mapping Our Community: Middle School Perspectives.”
 - D. Partnership Team: Nothing to report.
 - E. Village Board Liaison: Nothing to report.
 - F. Friends of the Library: They are ready for their annual book sale in the Community Room, Sat. and Sun., 9:00-3:00.
 - G. President's Report: Nothing to report.
8. The Board will Convene into Closed Session: Discussion & Consideration: Review applications for library director candidates. Truttman moved to go into closed session, 2nd by Blahut. Motion carried by unanimous roll call vote.
9. The Board will Convene into Open Session: Truttman moved to go into open session, 2nd by Hoesly. Motion carried by unanimous roll call vote.

A. Results of Closed Session: The Board will repost the position for library director for a brief period.

10. Adjournment: President Hiland adjourned the meeting at 8:25 p.m.

Beth Blahut, Secretary

VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574

Wednesday, September 15, 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 Hiland, were trustees Beth Blahut, Shelly Truttman, Jody Hoesly, Suzi Janowiak, Daniel Ramirez, Interim Library Director Erica Loeffelholz and Village Board Liaison Tammy Newberry.
2. Approval of Agenda: Truttman made a motion to approve the agenda, 2nd by Hoesly. Motion carried.
3. Announcement:
 - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Interview questions for library director candidates).
4. Comments & Questions from the Public: None.
5. Old Business
 - A. Discussion and Consideration: Library Building Project: Nothing to report.
 - B. Discussion and Consideration: Phased Reopening of the Library: Nothing to report except that the Board will continue to hold meetings at the Village Hall, masked.
 - C. Discussion and Consideration: Library Director Search: The call for applications is posted on various library websites.
6. New Business: Nothing to report.
7. Bills and Finance Report
 - A. Bills: Bills were presented and approved dated August 4, 2021 in the amount of \$2,2446.98, August 18, 2021 in the amount of \$ 1,876.09, September 7, 2021 in the amount of \$ 1,386.62, and September 14, 2021 in the amount of \$ \$3,209.43
 - B. Financial Statement
8. Director's Report: Reviewed and approved by the board.
9. Approval of Minutes
 - C. July 21, 2021: Newberry moved to approve, 2nd by Truttman. Motion carried.
 - D. August 4, 2021: Newberry moved to approve, 2nd by Janowiak. Motion carried.
 - E. September 1, 2021: Truttman moved to approve as amended, 2nd by Newberry. Motion carried.
10. The Board will Convene into Closed Session:

Hoesly made a motion to go into closed session, 2nd by Janowiak. Motion carried by unanimous roll-call vote.
11. The Board will Convene into Open Session:

Newberry made a motion to go into open session, 2nd by Truttman. Motion carried by unanimous roll-call vote.
12. Adjournment: Hiland adjourned the meeting at 8:33 pm.

Respectfully submitted, Beth Blahut, Secretary



**Director's Report – September 15, 2021
Holly Lague (July) & Erica Loeffelholtz (August)**

Library Services

In August, both the library and Village Hall began requiring masks for indoor services once again. On September 1st, the weekly report issued by the Wisconsin Department of Health Services indicated that covid-19 transmission had reached the “very high” level in Green County. Due to concerns over the highly transmissible delta variant, the library returned to a curbside-service-only model right after Labor Day. We will re-assess on a monthly basis to determine when the library will re-open to in-person browsing.

Summer Library Program

Miss Brooke wrapped up another successful Summer Library Program in early August.

Highlights include:

- 249 views of virtual storytime and “Cook with a Book” programs
- 800 grab-and-go crafts for preschoolers, school agers, and teens
- 336 visitors to our three Book Giveaway days
- 4 StoryWalks posted in Village Park and the Elementary School (with 4-6 more to come this year)
- 149 Scavenger Hunt participants
- 12 grand prize winners

We appreciate the support of our sponsors: The Bank of New Glarus, Country View Veterinary Service, New Glarus Lions Club, New Glarus Utilities, South Central Library System, State Bank of Cross Plains, New Glarus VFS Post 10549, The Friends of the New Glarus Public Library.

Friends of the Library Book Sale

The Friends hosted their annual book sale on September 4th & 5th. While there were no huge rushes of visitors, the sale saw steady traffic both Saturday & Sunday. The unofficial total for this year's sale was a little over \$3,000. (For comparison, the Friends earned \$2,400 in 2019 and \$1,700 in 2018.) This year they decided to do away with set prices for items, and instead all sales were by free will donation. This model was so successful that they plan to continue with it in the future.

Community Foundation Grant







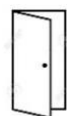


As part of our continued partnership with the New Glarus Historical Society, Erica is planning to apply for a community foundation grant to purchase digitization equipment for photographs, slides, and negatives. We are looking at purchasing equipment similar to that offered in the SCLS scanning kit, so that it is portable and easy to store, and can travel between the library and museum as needed.



July 2021 Highlights

Program Participation	2021 July Participants	2021 Avg/Prog	2020 Avg/Prog
Children's/Teen Events	177	24	32
Adult/General Events	9	11	18
Children's/Teen "self-serve"	669	39	70

We were excited to help a group of kids from The Growing Tree find information about endangered species before their trip to the zoo.

STATISTICS		2021 July	2021 YTD	2020 YTD	2019 YTD
	Items Borrowed	2,554	18,951	18,951	9
	% Village of New Glarus	51.6%	48.8%	44.8%	47.3%
	% Town of New Glarus	24.5%	23.0%	25.0%	22.5%
	% Town of York	12.4%	11.9%	9.3%	11.5%
	% Other Green County	7.3%	8.0%	11.1%	11.3%
	% Dane County	3.4%	6.1%	7.0%	5.6%
	% Other	.01%	2.2%	2.9%	1.8%
	eBooks/e-Audio Borrowed	774	5,375	5,507	9,164
	Public WiFi sessions	5,814	30,308	29,349	48,480
	Public computer sessions	10	21	224	250
	Online Tools & Databases	248	794	348	617
	Website Visits	1,580	11,331	10,523	17,309
	Library Visits	1,304	5,944	7,021	10,034
	Average Patrons per Day	45	37	55	47
	Patrons Added	9	32	37	63
	Items Added	148	1,221	1,275	2,096
	Items Deleted	8	1,899	1,280	1,840



August 2021 Highlights

Program Participation		2021 Aug Participants	2021 Avg/Prog	2020 Avg/Prog
Children's/Teen Events		0		32
Adult/General Events		8		18
Children's/Teen "self-serve"		97		70
STATISTICS		2021 Aug	2021 YTD	2020 YTD
	Items Borrowed	2,761	21,238	19,759
	% Village of New Glarus	49%	49%	46%
	% Town of New Glarus	24%	23%	25%
	% Town of York	15%	12%	9%
	% Other Green County	7%	8%	11%
	% Dane County	4%	6%	7%
	% Other	1%	2%	2%
	eBooks/e-Audio Borrowed	869	6,244	6,273
	Public WiFi sessions	4,064	34,372	32,827
	Public computer sessions	17	38	250
	Online Tools & Databases	237	1,031	352
	Website Visits	1,729	13,060	11,822
	Library Visits	1,196	7,140	7,672
	Average Patrons per Day	46	35	59
	Patrons Added	14	46	46
	Items Added	98	1,319	1,346
	Items Deleted	351	2,250	1,309

Some very happy kiddos got to take home beautiful dulcimers, courtesy of Milo Parker. They reported learning piano, cooking, Minecraft, and what to feed dinosaurs, all from

July 2021 Financial Report

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	19,710.65	
Interest	1.07	
Deposit		
Withdrawal	-4,762.50	
End. Balance		14,949.22
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	1,008.49	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		1,008.56
SUBTOTAL [25-11520]		15,957.78
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,220.05	
Interest	1.50	
End Balance		20,221.55
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	137,372.47	
Deposit (Exeter donation)		
Interest	10.16	
End Balance		137,382.63
TOTAL LIBRARY INVESTMENTS		173,561.96
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 5/31/21		1,038,988.03
Interest/Dividend Income		14.30
Less fees		
Less Withdrawals		-100,510.00
Gifts/Pledges received		10,200.00
SPENDABLE CASH Available 6/30/21		948,692.33
Library Operations Fund		
Balance 5/31/21		26,666.31
Gifts/Pledges received		
Interest Income		0.37
Disbursements (Fees)		-82.29
Balance 6/30/21		26,584.39
Spendable Balance 6/30/21		26,384.39
Library Endowment Fund		
Beginning Balance 5/31/21		33,038.83
Contributions		
Investment Activity		330.11
Investment fees		-67.21
BALANCE 6/30/21 [NON-CASH]		33,301.73
Spendable Balance 6/30/21		1,882.88

August 2021 Financial Report

LIBRARY

SAVINGS #2775 (APY .10%)

Beg. Balance	14,949.22	
Interest	1.05	
Deposit		
Withdrawal		
End. Balance		14,950.27

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

Beg. Balance	1,008.56	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		1,008.63

SUBTOTAL [25-11520] 15,958.90

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

Beg. Balance	20,221.55	
Interest	1.77	
End Balance		20,223.32

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

Beg. Balance (funded 9/28) [Town Impact fees]	137,382.63	
Deposit (Exeter donation)		
Interest	12.01	
End Balance		137,394.64

TOTAL LIBRARY INVESTMENTS 173,576.86

FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)

Community Foundation of Southern WI [most recent information available]

Library Capital Campaign Fund		
CASH Deposits thru 6/30/21		948,692.33
Interest/Dividend Income		13.75
Less fees		
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 7/31/21		948,706.08
Library Operations Fund		
Balance 6/30/21		26,584.39
Gifts/Pledges received		
Interest Income		0.38
Disbursements (Fees)		-150.00
Balance 7/31/21		26,434.77
Spendable Balance 7/31/21		26,234.77
Library Endowment Fund		
Beginning Balance 6/30/21		33,301.73
Contributions		
Investment Activity		337.85
Investment fees		
BALANCE 7/31/21 [NON-CASH]		33,639.58
Spendable Balance 7/31/21		2,957.88

VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574

Wednesday, October 13, 2021 - 6:30 P.M.

AGENDA

Call to Order: Linda Hiland called the meeting to order at 6:33. Those present, in addition to Hiland, were trustees Beth Blahut, Shelly Truttman, Daniel Ramirez, Village Liaison Henry Janisch and Interim Library Director Erica Loeffelholz. Absent: trustee Suzi Janowiak, trustee Jody Hoesly

Approval of Agenda: Truttman moved to approve the agenda. 2nd by Ramirez. Motion carried.

Closed session: Not necessary-there were no applications to review for the library director position.

Comments & Questions from the Public: None.

Old Business:

Discussion and Consideration: Library Building Project: There were no issues to discuss regarding potential sites for the new library. Village Administrator Drake Daily will not be involved in any future negotiations for the purchase of a building site due to his responsibilities to act as advisor to the Village Board.

Discussion and Consideration: Phased Reopening of the Library: Due to the current high COVID 19 infection rates in Green County the Library Board agrees to continue to limit service to curbside only until rates show a decrease for 2 consecutive weeks. Staff will offer masked appointments for browsing and computer usage. These services will be by appointment only, 6 days a week.

Discussion and Consideration: Library Director Search: The Library Board has an interview scheduled for the morning of Oct 30th. If the Board does not initiate a new hire after the interview, the board supports increasing current staff hours to assist the interim director until a hire is made. Any increase shall remain within the budget.

New Business: None.

Bills and Finance Report:

Bills were presented and approved as follows: \$1,151.03 dated October 4, 2021;
\$1,807.86 dated October 12, 2021.

Financial Statement

Director's Report: see attached

Approval of Minutes: Truttman moved to approve the minutes from September 15, 2021. 2nd by Ramirez. Motion carried.

Reports/Discussion/Consideration:

Administration Team:

- CFSW Financial Report

Communication Team: Nothing to report

Grants Team: The team submitted a report to CFSW regarding the completion of the "Mapping Our Community: Perspectives and stories from a world transformed" grant. The team will resubmit the grant for "Mapping Our Community: Middle school perspectives" due to Covid-related delays. The students started working on the project in Sept 2021.

Village Board Liaison: Nothing to report

Friends of the Library: Friends donated funds for a new laminator & supplies for more story walks.

President's Report: Nothing to report

Adjournment: Hiland adjourned the meeting at 7:19 pm

Respectfully submitted, Beth Blahut, Secretary



Director's Report – October 11, 2021
Erica Loeffelholz

Library Services

With the return to curbside service only after Labor Day, September was a quiet month at the library. Thus far, patrons have been kind and understanding regarding the current situation. Staff is disappointed to see that Green County covid numbers are holding steady, with an average of 80 new cases per week in September.

Grab & Go Kits

Patrons have responded enthusiastically to the return of weekly story time grab & go kits, as well as the monthly adult kits. (October's adult craft "sold out" in just three days!) We partnered with the Green County 4-H Extension to offer free school-age STEM kits during National 4-H Week (October 4th-9th), and we'll also be partnering with the Wisconsin Science Festival to offer free Science in a Bag kits October 21st-23rd.

Friends Donation & Story Walks










At the September meeting, the Friends donated \$500 to the library for the purchase of a new laminating machine and additional supplies for the Story Walks. The Story Walk in Village Park was damaged over Oktoberfest weekend, and Bekah Stauffacher at the Chamber of Commerce donated an additional \$100 to help cover replacement costs. (After some discussion, we've decided that in the future we will remove the Village Park Story Walk ahead of major festivals.) We are looking at potentially adding a third Story Walk location next year, since we've gotten such positive feedback from families.

Local History Resource

Bob Elmer, who has helped us with translation work in the past, has offered us his archive of Family History Notes to be included on the Local History section of our website. I'm in the process of getting the newsletters uploaded, and then we'll announce the addition on Facebook. Genealogy reference requests have increased a great deal in the past year and a half, so I think this will be a great addition to our collection.



Program Participation		2021 September Participants	2020 Avg/Prog
Children's/Teen Events		19	32
Adult/General Events		16	18
Children's/Teen "self-care"		221	70

STATISTICS		2021 September	2021 YTD	2020 September	2020 YTD
	Items Borrowed	2,097	23,335	1,457	19,919
	% Village of New Glarus	49%	49%	47%	47.3%
	% Town of New Glarus	21%	23%	25%	22.5%
	% Town of York	17%	13%	9%	11.5%
	% Other Green County	8%	8%	11%	11.3%
	% Dane County	4%	6%	6%	5.6%
	% Other	1%	1%	2%	1.8%
	eBooks/e-Audio Borrowed	777	7,021	6,984	9,164
	Public WiFi sessions	5,782	40,154	35,729	48,480
	Public computer sessions	6	44	250	250
	Online Tools & Databases	41	1,067	436	617
	Website Visits	1,435	14,495	13,170	17,309
	Library Visits	536	7,676	8,187	10,034
	Average Patrons per Day	21	34	56	47
	Patrons Added	4	50	52	63
	Items Added	165	1,484	1,532	2,096
	Items Deleted	36	2,286	1,381	1,840

The library worked with Project Home Madison to host an online class on Drywall Repair and Installation on September 22nd. Many thanks to Suzi Janowiak for taking over admin

September 2021 Financial Report

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	14,950.27	
Interest	0.83	
Deposit		
Withdrawal	-2,400.00	
End. Balance		12,551.10
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	1,008.63	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		1,008.70
SUBTOTAL [25-11520]		13,559.80
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,223.32	
Interest	1.66	
End Balance		20,224.98
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	137,394.64	
Deposit (Exeter donation)		
Interest	11.29	
End Balance		137,405.93
TOTAL LIBRARY INVESTMENTS		171,190.71
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 7/31/21		948,706.08
Interest/Dividend Income		12.81
Less fees		-1.66
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 8/31/21		948,717.23
Library Operations Fund		
Balance 7/31/21		26,434.77
Gifts/Pledges received		
Interest Income		0.36
Disbursements (Fees)		-149.95
Balance 8/31/21		26,285.18
Spendable Balance 8/31/21		26,385.08
Library Endowment Fund		
Beginning Balance 7/31/21		33,639.58
Contributions		
Investment Activity		511.60
Investment fees		
BALANCE 8/31/21 [NON-CASH]		34,151.18
Spendable Balance 8/31/21		2,957.88

VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574
Wednesday, November 3, 2021 - 6:30 P.M.

AGENDA

1. Call to order: Linda Hiland called the meeting to order at 6:31 P.M. Those present, in addition to Hiland, were trustees Beth Blahut, Shelly Truttman, Daniel Ramirez, Suzi Janowiak, Jody Hoesly, Interim Library Director Erica Loeffelholtz and Village Liaison Henry Janisch.
2. Approval of Agenda: Janisch moved to approve the agenda. 2nd by Truttman. Motion carried.
3. Comments & Questions from the Public: None.
4. Old Business:
 - A. Discussion and Consideration: Phased Reopening of the Library
Janisch moved to reopen the library on Monday Nov. 8 with the following plan: the library will be fully open 6 days a week and the window will also be open 6 days a week, masks will be required inside the library. 2nd by Hoesly. Motion carried. The Board may decide to close the library if conditions change but the goal is to provide a level of service that is in balance with the risks to the staff and the community regarding COVID 19 infection rates.
5. New Business: None.
6. Reports/Discussion/Consideration:
 - A. Administration Team: Nothing to report.
 - CFSW Financial Report
 - B. Communication Team: Nothing to report.
 - C. Grants Team: Beth will contact CFSW to inquire about receiving the check for the grant for “Mapping Our Community: Perspectives and Stories”
 - D. Partnership Team: Nothing to report.
 - E. Village Board Liaison: Janisch will send the budget to the Library Board to help trustees prepare for the budget hearing on Nov 16. The meeting will be at 7 P.M. via Zoom.
 - F. Friends of the Library: Next meeting is in two weeks.
 - G. President’s Report: Nothing to report.
7. Adjournment: Hiland adjourned the meeting at 7:03 P.M.

Respectfully submitted, Beth Blahut, Secretary

VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574
Wednesday, November 17, 2021 - 6:30 P.M.

AGENDA

1. Call to Order: Linda Hiland called the meeting to order at 6:35. Those present, in addition to Hiland, were trustees Beth Blahut, Daniel Ramirez, Village Liaison Henry Janisch and Interim Library Director Erica Loeffelholz. Absent: trustees Shelly Truttmann, Suzi Janowiak, and Jody Hoesly.
2. Approval of Agenda: Blahut moved to approve the agenda. 2nd by Janisch. Motion carried.
3. Comments & Questions from the Public: None.
4. Old Business:
 - A. Discussion and Consideration: Library Director Search: Nothing to discuss at this time.
5. New Business:
 - A. Discussion and Consideration: Library Closing 2022
Ramirez made a motion to approve the draft of closures for the year with the change to add a closure on Sat. April 16, 2022. 2nd by Janisch. Motion carried.
2. Bills and Finance Report:
 - A. Bills:
Bills were presented and approved as follows:
\$1,014.49 dated October 26, 2021; \$1,393.42 dated November 9, 2021.
 - B. Financial Statement:
3. Director's Report: See attached.
4. Approval of Minutes:
 - A. Janisch moved to approve the minutes from October 13, 2021 with one correction. 2nd by Hiland. Motion carried.
 - B. Hiland moved to approve the minutes from October 25, 2021 with one correction. 2nd by Janisch. Motion carried.
 - C. Ramirez moved to approve the minutes from November 3, 2021. 2nd by Janisch. Motion carried.
9. Adjournment: Hiland adjourned the meeting at 6:55 P.M.

Respectfully submitted, Beth Blahut, Secretary



Director's Report – November 15, 2021
Erica Loeffelholz

Annual Library Visit

Erica met with Michelle Karls (via Zoom) on November 11th to discuss library services and challenges over the past year. Two successes to note include the extreme popularity of grab & go crafts (we may continue to offer adult kits even after we return to other in-person programs) and an increase in genealogy reference requests. We also talked about getting ready for the annual report.

Summer Reading Workshop

Brooke attended this year's summer reading workshop on November 11th virtually. Next year's theme is "Oceans of Possibilities." We are currently working on lining up summer performers. Ideally, we'd like to hold all in-person events in the park, weather permitting. So far we have confirmed the Welty Environmental Center will be bringing their "Turtles to Go" program on June 30th.

Woodford State Bank Donation










We received an email from Woodford State Bank on November 9th, informing us that the library will be included in this year's 25 Days of Giving. We will be receiving a \$100 donation, and our organization will be recognized by Woodford State Bank on December 4th.

Christkindli Market

Bekah Stauffacher at the Chamber of Commerce invited the library to participate in the inaugural Christkindli Market. We will be hosting a holiday story time and craft event on Saturday, December 11th from 10 AM to Noon. The library will also be sharing our popcorn maker with the Lion's Club that weekend, as they want to set up a booth to sell hot cider and popcorn at the festival.



Program Participation		2021 October Participants	2020 Avg/Prog
Children's/Teen Events		22	32
Adult/General Events		6	18
Children's/Teen "self serve"		612	70

STATISTICS		2021 October	2021 YTD	2020 Avg/Prog	2020 YTD
	Items Borrowed	2,118	25,453	22,710	25,919
	% Village of New Glarus	55%	50%	48%	47.3%
	% Town of New Glarus	19%	23%	24%	22.5%
	% Town of York	12%	13%	9%	11.5%
	% Other Green County	9%	8%	11%	11.3%
	% Dane County	4%	5%	6%	5.6%
	% Other	1%	1%	2%	1.8%
	eBooks/e-Audio Borrowed	809	7,830	7,710	9,164
	Public WiFi sessions	836	40,990	40,217	48,480
	Public computer sessions	4	48	250	250
	Online Tools & Databases	101	1,168	512	617
	Website Visits	1,450	15,945	14,571	17,309
	Library Visits	657	8,333	8,829	10,034
	Average Patrons per Day	25	21	52	47
	Patrons Added	6	56	57	63
	Items Added	152	1,636	1,680	2,096
	Items Deleted	95	2,381	1,416	1,840

We're excited to be resuming our partnership with Growing Tree by providing them with stacks of books to go along with their monthly themes.

October 2021 Financial Report

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	12,551.10	
Interest	0.80	
Deposit		
Withdrawal		
End. Balance		12,551.90
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	1,008.70	
Withdrawal		
Deposit		
Interest	0.06	
End. Balance		1,008.76
SUBTOTAL [25-11520]		13,560.66
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,224.98	
Interest	1.61	
End Balance		20,226.59
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	137,405.93	
Deposit (Exeter donation)		
Interest	10.92	
End Balance		137,416.85
TOTAL LIBRARY INVESTMENTS		171,204.10
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 8/31/21		948,717.23
Interest/Dividend Income		12.17
Less fees		-2.47
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 9/30/21		948,726.93
Library Operations Fund		
Balance 8/31/21		26,585.08
Gifts/Pledges received		
Interest Income		0.34
Disbursements (Fees)		-82.53
Balance 9/30/21		26,502.89
Spendable Balance 9/30/21		26,302.89
Library Endowment Fund		
Beginning Balance 8/31/21		34,151.18
Contributions		
Investment Activity		-1,043.04
Investment fees		-69.01
BALANCE 9/30/21 [NON-CASH]		33,039.13
Spendable Balance 9/30/21		2,957.88

VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES
New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574
Wednesday, December 1, 2021 - 6:30 P.M.

AGENDA

1. Call to Order: Linda Hiland called the meeting to order at 6:30. Those present, in addition to Hiland, were trustees Beth Blahut, Shelly Truttmann, Suzi Janowiak, and Jody Hoesly, Village Liaison Henry Janisch and Interim Library Director Erica Loeffelholtz. Absent: trustee Daniel Ramirez.
 2. Approval of Agenda: Janowiak moved to approve the agenda. 2nd by Janisch. Motion carried.
 3. Closed Session: Not necessary-there were no applications to review for the library director position.
 4. Comments & Questions from the Public: None.
 5. Old Business:
 - A. Discussion and Consideration: Library Building Project: Nothing new to discuss.
 - B. Discussion and Consideration: Phased Reopening of the Library: Things are going well; patrons are entering the building as well as utilizing the pick-up window.
 - C. Discussion and Consideration: Library Director Search: No new applications to review. Hoesly will follow up with ideas about refreshing the job listing.
 6. New Business:
 - A. Discussion and Consideration: Budget 2022. Janisch made a motion to approve the budget. 2nd by Janowiak. Motion carried.
 - B. Discussion and Consideration: Payment of Dimension IV Invoice: Janisch made a motion to approve payment of the Dimension IV invoice for \$1,320 (for the survey work at Shepherd of the Hills) from the Bank of New Glarus Account. 2nd by Truttmann. Motion carried.
 7. Reports/ Discussion/ Consideration:
 - A. Administration Team: Anonymous donor's matching funds have been achieved
 - CFSW Financial Report
 - B. Communication Team: A press release about grants will be released in a week.
 - C. Grants Team: Nothing to report.
 - D. Partnership Team: Nothing to report.
 - E. Village Board Liaison: Nothing to report.
 - F. Friends of the Library: Planning to have a trivia event in May.
 - G. President's Report: Nothing to report.
 8. Adjournment: Hiland adjourned the meeting at 7:01 P.M.
- Respectfully submitted, Beth Blahut, Secretary

VILLAGE OF NEW GLARUS

MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES

New Glarus Village Hall – Community Room

319 2nd Street, New Glarus WI 53574

Wednesday, December 15, 2021 - 6:30 P.M.

AGENDA

1. Call to Order: Hiland called the meeting to order at 6:32 P.M. Those present, in addition to Hiland, were trustees Beth Blahut, Shelly Truttmann, Suzi Janowiak, Jody Hoesly and Interim Library Director Erica Loeffelholz. Absent: trustee Daniel Ramirez and Village Liaison Henry Janisch.
2. Approval of Agenda: Hoesly moved to approve the agenda with the deletion of the closed session. 2nd by Truttmann. Motion carried.
3. Comments & Questions from the Public: None.
4. Old Business:
 - a. Discussion and Consideration: Library Director Search:
Loeffelholz stated that she is willing to continue to act as interim director for now. Truttmann made a motion to take down the job posting for now and have a discussion in February about reposting. 2nd by Blahut. Motion carried.
 - b. Discussion and Consideration: Library Building Project - Request from Swiss Church Consistory:
The Library Board will discuss further with the village administration and the church consistory the possibility of using the Swiss Church's Zwingli site for the new building project.
5. New Business:
 - a. Discussion and Consideration: January Library Board meetings:
Hiland made a motion to cancel the Jan 5th meeting and only meet once in January, on the 19th. 2nd by Truttmann. Motion carried.
6. Bills and Finance Report:
 - a. Bills
Bills were presented and approved as follows:
\$3,883.93 dated November 29, 2021; \$1,696.43 dated December 8, 2021.
 - b. Financial Statement
7. Director's Report: See attached.
8. Approval of Minutes:
 - a. November 17, 2021
Hiland moved to approve the minutes. 2nd by Janowiak. Motion carried.
 - b. December 1, 2021

Janowiak moved to approve the minutes. 2nd by Truttmann. Motion carried.

9. Adjournment: Hiland adjourned the meeting at 7:25 P.M.

Respectfully submitted, Beth Blahut, Secretary



Director's Report – December 15, 2021
Erica Loeffelholz

Green County Share Funds

After speaking with Angela Noel at Brodhead, Erica learned that we have \$1,519 in Green County share funds that can be used for 2021 programming. (Normally the Green County directors work together to use these funds for a staff development day or a big program, but given the current situation, the directors instead decided to divvy up the funds for each library to use as they see fit.) Receipts were submitted to Andrea Sweeney at Green County on December 9th.

Staff Development










Megan is nearing completion of the OverDrive support course offered by SCLS, and is becoming more familiar with helping patrons troubleshoot within the Libby app. Both Megan and Amy have now completed the Readers' Advisory course offered through WebJunction, and we are now looking into additional WebJunction offerings that could be useful to them in their current positions.

Winter Reading Program

The Cozy Up to a Good Book winter reading program will be returning for its sixth year in January! This program is for our adult patrons (the kids have their fun in the summer), and has proven to be a popular event. This winter we'll once again be allowing patrons the option to submit entries in person or online, and we'll be bringing back our popular scratch-off tickets so that everyone is guaranteed to get at least a small prize with every entry.



Program Participation		2021 November Participants	2020 Avg/Prog
Children's/Teen Events			32
Adult/General Events		12	18
Children's/Teen "self-care"			70

STATISTICS		2021 November	2021 YTD	2020 Nov	2020 YTD
	Items Borrowed	2,575	28,028	22,700	281,919
	% Village of New Glarus	45%	49%	48%	47.3%
	% Town of New Glarus	27%	23%	23%	22.5%
	% Town of York	13%	13%	10%	11.5%
	% Other Green County	8%	8%	11%	11.3%
	% Dane County	6%	6%	6%	5.6%
	% Other	1%	1%	2%	1.8%
	eBooks/e-Audio Borrowed	718	8,548	8,435	9,164
	Public WiFi sessions	2,819	46,468	44,706	48,480
	Public computer sessions	16	64	250	250
	Online Tools & Databases	448	1,616	599	617
	Website Visits	1,226	17,171	15,971	17,309
	Library Visits	892	9,225	9,413	10,034
	Average Patrons per Day	37	33	49	47
	Patrons Added	6	62	59	63
	Items Added	149	1,785	1,771	2,096
	Items Deleted	328	2,709	1,751	1,840

Christkindli Market was fantastic! We had to change up our craft plans at the last minute (Friday's storm took out the warming tent), so many thanks to Sarah Talley & the Lions Club for handing out craft kits

November 2021 Financial Report

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	12,551.90	
Interest	0.88	
Deposit		
Withdrawal		
End. Balance		12,552.78
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	1,008.76	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		1,008.83
SUBTOTAL [25-11520]		13,561.61
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,226.59	
Interest	1.77	
End Balance		20,228.36
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	137,416.85	
Deposit (Exeter donation)		
Interest	12.05	
End Balance		137,428.90
TOTAL LIBRARY INVESTMENTS		171,218.87
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 9/30/21		948,726.93
Interest/Dividend Income		12.58
Less fees		
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 10/31/21		948,739.51
Library Operations Fund		
Balance 9/30/21		26,502.89
Gifts/Pledges received		
Interest Income		0.35
Disbursements (Fees)		
Balance 10/31/21		26,503.24
Spendable Balance 10/31/21		26,303.24
Library Endowment Fund		
Beginning Balance 9/30/21		33,039.13
Contributions		
Investment Activity		1,113.34
Investment fees		
BALANCE 10/31/21 [NON-CASH]		34,152.47
Spendable Balance 10/31/21		2,957.88