

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, July 20, 2022 – 6:30 P.M.

AGENDA

1. Call to Order: President Linda Hiland called the meeting to order at 6:33 P.M. Those present, in addition to Hiland, were trustees Beth Blahut, Daniel Ramirez, Jody Hoesly, Shelly Truttman; Director Amy Trumble. Village Liaison Henry Janisch. Absent: Suzi Janowiak. Also present was New Glarus resident Gof Thompson.
2. Approval of Agenda: Hoesly moved to approve the agenda. 2nd by Ramirez. Motion carried.
3. Comments & Questions from the Public: Gof Thompson introduced himself and offered to volunteer to assist with the building project. He stated that he believes that the site near the Swiss Church is the best option. Thompson offered to help negotiate to get the project moving forward and he is committed to helping the Library Board in this endeavor.
4. Old Business:
 - A. Discussion and Consideration: Digital storage of library board files: Hoesly and Truttman are working with former treasurer Kevin Budsberg to restructure the document storage of financial documents, building plans, donor information, grants, etc. . .
 - B. Discussion and Consideration: Building project update: Hiland asked the trustees to send her their questions for the Swiss Church's ad hoc committee regarding the building project.
5. New Business:
 - A. Discussion and Consideration: Election of officers:
 1. Hoesly moved to close nominations and cast a unanimous ballot for Linda Hiland as President. 2nd by Truttman. Motion carried.
 2. Truttman moved to close nominations and cast a unanimous ballot for Daniel Ramirez as Vice-President. 2nd by Janisch. Motion carried.
 3. Hoesly moved to close nominations and cast a unanimous ballot for Beth Blahut as Secretary. 2nd by Janisch. Motion carried.
 4. Janisch moved to close nominations and cast a unanimous ballot for Shelly Truttman as Treasurer. 2nd by Blahut. Motion carried.
 - B. Discussion and Consideration: Clerk position hours:

Hiland stated that Trumble is allowed to adjust the staffing as she sees fit as long as the changes are within the budget. Trumble stated that she will change the job

listing from offering two clerk positions of 12 hours/week to reflect one clerk position of 24 hours/week.

C. Discussion and Consideration: 2022/2023 budget: Trumble asked why there were no funds budgeted for the summer reading program. Hiland informed her that in the past the library has asked local businesses to support the program. Trumble stated that she would like to gather data on library staff wages throughout the county in addition to village staff wages and local business's wages. This data would be used to set budgetary goals in order to attract and maintain staff in the library. Hiland suggested gradually increasing wages in an effort to achieve a minimum wage of \$15/hour which could potentially become the new statewide minimum wage. Trumble has some surplus funds due to the vacancy in the director position for a number of months in 2021/2022 and she will use that surplus to purchase some needed equipment.

D. Discussion and Consideration: Library Director vacation clarification: Hiland stated that Trumble's vacation hours should be tabulated as 1.5 weeks for 2022 and 3 weeks for 2023.

6. Bills and Finance Report:

A. Bills were presented and approved as follows:

\$1,525.62 dated June 28, 2022

\$ 969.03 dated July 13, 2022

B. Financial statement

7. Director's Report: See attached

8. Approval of Minutes:

A. June 15, 2022: Truttmann made a motion to approve the minutes with one edit to the "Bills" on June 14. 2nd by Janisch. Motion carried.

9. Reports / Discussion / Consideration:

A. Administration: Data storage is discussed above.

- CFSW Financial Report

B. Communication Team: Blahut wrote an article for the Post Messenger-Recorder, introducing Director Trumble.

C. Grants Team: Elementary school art teacher Sarah Kranz will wait to commence the ceramic tiles project for the new library building. She received an EIP grant for the project but there is no hurry to complete the tiles at this time.

D. Partnership Team: Hiland introduced Director Trumble at the Village Board meeting.

E. Village Board Liaison: Nothing to report.

F. Friends of the Library: They are working on their book sale and a bake sale for Labor Day.

G. President's Report: Nothing to report.

10. Adjournment: Hiland adjourned the meeting at 8:02 PM



**Director's Report – July 20, 2022
Amy Trumble**

Summer Programming events

Both adult and children's programming events have been well attended over the past month and feedback has been extremely positive. Brooke had record attendance at her 'Turtles to Go' event on June 30th. There was much interest in the Folk Art workshop, Ukrainian author visit, and Genealogy presentation.

Multifunction copier quotes

We are in the process of receiving quotes for a new copier with faxing and scanning capabilities. Our current unit was purchased in 2014 and is beginning to show signs that it is needing replacement. This would be a one-time purchase in addition to a service contract which would allow for a certain amount of black and white and color copies along with a service agreement for regular maintenance. The cost 8 years ago for our unit was \$2495.

Meraki Wifi port for Community Room

Dan Clark is scheduled to give us quotes on the installation of a Meraki wifi port which we already own. If feasible, we are hoping to install it in the Community Room which will strengthen the wifi signal for future presentations and programming.

Epson Digital Scanner










We received the laptop that will operate the Epson digital scanner that we received earlier this year as a part of a grant. We are in the process of getting to software loaded onto the computer so that we can begin in house digitization projects for the library, the historical society, and for community members wishing to preserve their photos and documents through digitization. In addition, we have purchased a carrying case for the unit so that we can take it to other locations if needed.

Microfilm Machine

The microfilm machine has been out of service for some time. We are in the process of getting it up and running again as the New Glarus Post digitization project has only been completed from 1922-1933. Further digitization is on hold at this time as WILS is researching a more user friendly platform for digital newspapers.

Program Participation	2022 June Participants	2022 Total
Children's/Teen Events "live"	248	406
Adult/General Events "live"	170	301
Children's/Teen "self-serve"	486	9,563
Adults "self-serve"	0	147



STATISTICS		2022 June	2022 YTD	2021 YTD
	Items Borrowed	3,312	19,136	15,923
	% Village of New Glarus	50%	48%	48%
	% Town of New Glarus	27%	27%	23%
	% Town of York	9%	11%	12%
	% Other Green County	7%	8%	8%
	% Dane County	7%	6%	7%
	% Other	0%	<1%	2%
	OLL Requests Filled	7	43	32
	OverDrive Borrowed (all formats)	735	4,866	4,601
	Public WiFi sessions	5,721	28,736	24,494
	Public computer sessions	35	159	11
	Online Tools & Databases	54	266	763
	Website Visits	1,984	8,594	9,751
	Library Visits	1,548	7,507	4,054
	Average visits per day	60	50	32
	Patrons Added	32	76	23
	Items Added	158	1077	1073
	Items Deleted	56	546	1,891

June 2022 Financial Report

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	11,237.27	
Interest	0.74	
Deposit		
Withdrawal	0.00	
End. Balance		11,238.01
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	947.23	
Withdrawal		
Deposit		
Interest	0.06	
End. Balance		947.29
SUBTOTAL [25-11520]		12,185.30
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,246.26	
Interest	11.15	
End Balance		20,257.41
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	138,551.15	
Deposit (Exeter donation)		
Interest	76.30	
End Balance		138,627.45
TOTAL LIBRARY INVESTMENTS		171,070.16
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 4/30/21		952,612.15
Interest/Dividend Income		418.61
Less fees		
Less Withdrawals		-10.00
Gifts/Pledges received		0.00
SPENDABLE CASH Available 5/31/21		951,020.76
Library Operations Fund		
Balance 4/30/21		26,350.33
Gifts/Pledges received		
Interest Income		11.61
Disbursements (Fees)		0.00
Balance 5/31/21		26,361.94
Spendable Balance 5/31/21		26,361.94
Library Endowment Fund		
Beginning Balance 4/30/21		30,763.47
Contributions		
Investment Activity		123.80
Investment fees		0.00
BALANCE 5/31/21 [NON-CASH]		30,887.27
Spendable Balance 5/31/21		2,957.88

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, August 17, 2022 – 6:30 P.M.

MINUTES

1. Call to Order: President Linda Hiland called the meeting to order at 6:34 P.M. Those present, in addition to Hiland, were trustees Beth Blahut, Suzi Janowiak, Shelly Truttmann; Director Amy Trumble; Village Liaison Henry Janisch. Absent: Daniel Ramirez, Jody Hoesly. Also present was New Glarus resident Gof Thompson.
2. Approval of Agenda: Janowiak moved to approve the agenda. 2nd by Blahut. Motion carried.
3. Comments & Questions from the Public: Gof Thomson spoke during public comment expressing his suggestions for the library building project.
4. Old Business:
 - A. Discussion and Consideration: Building project update:
There has been a preliminary discussion with the Swiss Church's ad hoc team. The teams will continue to meet to discuss and research questions and items brought to the table.
5. New Business:
 - A. Discussion and Consideration: Public librarian certification received
 - B. Discussion and Consideration: Photography and filming policy:
Janowiak moved that the Board will approve the policy as presented and moved that the Board will review the waiver whenever it is presented. 2nd by Truttmann. Motion carried.
 - C. Discussion and Consideration: Digitization update
The digitization of past editions of the local newspaper (the Post Messenger) will continue this year as planned.
 - D. Discussion and Consideration:
Resolution 22-04 Appointment of library clerk: Truttmann made a motion to approve the appointment of the library clerk. 2nd by Janowiak. Motion carried.
6. Bills and Finance Report:
 - A. Bills were presented and approved as follows:
\$ 3,141.11 dated July 26, 2022
\$ 2,654.05 dated August 10, 2022
 - B. Financial statement
7. Director's Report: See attached
8. Approval of Minutes:
 - A. July 20, 2022: Truttmann moved to approve the minutes with corrections. 2nd by Janisch. Motion carried.
9. Reports / Discussion / Consideration:
 - A. Administration: Truttmann and Hoesly continue the work of creating a secure file for treasurer documents.
CFSW Financial Report
 - B. Communication Team: Nothing to report.
 - C. Grants Team: Hiland suggests that the team look for grants for demolition of a derelict building.

- D. Partnership Team: Working on introducing the new director to community partners.
 - E. Village Board Liaison: Nothing to report.
 - F. Friends of the Library: Working on their Labor day book sale.
 - G. President's Report: Nothing to report
10. Adjournment: Hiland adjourned the meeting at 8:34 P.M.

Beth Blahut, Secretary



Director's Report – August 17, 2022
Amy Trumble

Computer Replacement

We purchased three new hard drives and four new monitors. Patrons now have large monitors that allow for split screen work. Monitors have multiple, easily accessible ports for ease of use and connectivity. Upgraded hard drives will allow for a better overall computer work experience.

Updated Travel Book Section

After assessing our travel collection, it was found that most of our travel books dated back to 2013-2014. Patrons were coming into the library and placing holds from other libraries on more current travel books. We decided to weed out the old travel guides and ordered the most recent guides to replace them. New guides will not only benefit our patrons, but help increase our circulation in this part of the collection.

Local Artist Displays

I spoke with some local artists who are interested in displaying their work in the library. We ordered display easels to ensure proper support for their displays. Some art will be shown in the glass display case, other items will be displayed on the shelving out of the immediate reach of patrons. Pamela Ruschman will begin displaying her paintings the week of August 22. They will remain up for one month. The hope is to draw more people into the library, as well as encourage and support our local artists.

Children's Listening Centers










Four portable listening centers arrived this week. Kids can stop at the desk and get an easy to use listening device with headphones and a book. They can take these to one of our bean bag chairs to listen and read along with a variety of books. It will be a quiet activity that they can do on their own in the library while parents browse for books or use the computers.

New Glarus Lodge Activity

I have been in contact with Haylee Espinoza over at the New Glarus Lodge. We are working together to find activities that the library could host either at the library or at the Lodge. Currently we are each brainstorming ideas and Haylee is talking to the residents to get their input on things they may enjoy. We would like to make it a regular programming occurrence.

Program Participation	2022 July Participants	2022 Total
Children's/Teen Events "live"	370	776
Adult/General Events "live"	125	426
Children's/Teen "self-serve"	1344	10,907
Adults "self-serve"	0	147



STATISTICS		2022 July	2022 YTD	2021 YTD
	Items Borrowed	3,118	22,254	18,477
	% Village of New Glarus	46%	48%	49%
	% Town of New Glarus	28%	27%	23%
	% Town of York	6%	10%	12%
	% Other Green County	11%	8%	8%
	% Dane County	9%	6%	6%
	% Other	0%	<1%	2%
	OLL Requests Filled	3	46	41
	OverDrive Borrowed (all formats)	866	5,732	5,375
	Public WiFi sessions	6,697	35,433	30,308
	Public computer sessions	28	187	21
	Online Tools & Databases	170	436	803
	Website Visits	1,196	9,790	11,331
	Library Visits	1,723	9,230	4,620
	Average visits per day	69	53	26
	Patrons Added	12	88	32
	Items Added	228	1305	1,221
	Items Deleted	327	873	1,899

July Financials

LIBRARY	
SAVINGS #2775 (APY .10%)	
Beg. Balance	11,238.01
Interest	0.71
Deposit	
Withdrawal	
End. Balance	11,238.72
Savings #2763 [25-11520] (APY .10%)	
Beg. Balance	947.29
Withdrawal	
Deposit	
Interest	0.06
End. Balance	947.35
SUBTOTAL [25-11520]	12,186.07
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]	
Beg. Balance	20,257.41
Interest	16.58
End Balance	20,273.99
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]	
Beg. Balance (funded 9/28) [Town Impact fees]	138,627.45
Deposit (Exeter donation)	
Interest	113.45
End Balance	138,740.90
TOTAL LIBRARY INVESTMENTS	171,200.96

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	951,020.76
Interest/Dividend Income	14.30
Less fees	
Less Withdrawals	-100,510.00
Gifts/Pledges received	10,200.00
SPENDABLE CASH Available 6/30/21	860,725.06
Library Operations Fund	
Balance 5/31/21	26,361.94
Gifts/Pledges received	
Interest Income	0.37
Disbursements (Fees)	-82.29
Balance 6/30/21	26,280.02
Spendable Balance 6/30/21	26,384.39
Library Endowment Fund	
Beginning Balance 5/31/21	30,887.27
Contributions	
Investment Activity	330.11
Investment fees	-67.21
BALANCE 6/30/21 [NON-CASH]	31,150.17
Spendable Balance 6/30/21	1,882.88

**VILLAGE OF NEW GLARUS
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New Glarus Village Hall – Board Room
319 2nd Street, New Glarus WI 53574**

Wednesday, September 21, 2022 – 6:30 P.M.

MINUTES

1. Call to Order: Vice President Daniel Ramirez called the meeting to order at 6:31 P.M. Those present, in addition to Ramirez, were trustees Beth Blahut, Suzi Janowiak, Jody Hoesly, and Shelly Truttman; Director Amy Trumble. Also present was New Glarus resident Gof Thomson. Village Liaison Henry Janisch arrived at 6:42 P.M. Absent: Linda Hiland.
2. Approval of Agenda: Truttman moved to approve the agenda. 2nd by Hoesly. Motion carried.
3. Comments & Questions from the Public: Thomson gave comments regarding the new building project in a written statement.
4. Unfinished Business
 - A. Discussion and Consideration: Photography and filming policy request form: Trumble will revise the photography form for review at the next meeting.
5. New Business: None.
6. Bills and Finance Report
 - A. Bills were presented and approved as follows:
 - \$4,277.72 dated August 31, 2022
 - \$1,257.94 dated September 14, 2022
 - B. Financial statement
7. Director's Report: See attached
8. Approval of Minutes:
 - A. August 17, 2022: Janisch made a motion to approve the minutes. 2nd by Truttman. Motion carried.
9. Reports / Discussion / Consideration:
 - A. Ad Hoc Report: The Library Board ad hoc group met with Scott Jelle of the village zoning department and the Swiss Church ad hoc group to discuss new building needs and condominium options.
 - B. Administration: Nothing to report.
 - CFSW Financial Report
 - C. Communication Team: Nothing to report.
 - D. Grants Team: They will soon submit their grant report for the CSFW grant, "Mapping Our Community Middle School Perspectives".

E. Partnership Team: Trumble and Janowiak attended a town board meeting and Trumble plans to attend a school board meeting.

F. Village Board Liaison: Nothing to report.

G. Friends of the Library: They raised approximately \$3,000 at the book sale.

H. President's Report: The Executive committee will meet in October to determine how to update the board's meeting procedures.

10. Adjournment: Ramirez adjourned the meeting at 7:17 P.M.



Director's Report – September 21, 2022
Amy Trumble

Friends of the Library Book Sale

The book sale was very successful. The number of books available was consistent with previous years, however there was less to haul away by the end of the weekend. When we opened Saturday morning there was a line of people waiting outside in the rain for the doors to open. People were extremely generous with their donations.

Art Displays

Pam Ruschman is currently displaying through September. In October we will be displaying a community art project. Patrons are picking up blank pumpkin templates to decorate and return for this display. Erica will then be creating a pumpkin patch on the wall of the children's section of the library. In November, Kari Morrison will be exhibiting artwork of various mediums. I will be contacting other local artists to schedule for upcoming months.

New Glarus Lodge Activity

I met with Haylee at the Lodge, took a tour of their facilities, and met residents to discuss activities that they might enjoy doing with the library. A few residents are regular euchre players and are looking for a fourth player for weekly euchre games. Others may be coming down for the Scrabble Club on Thursdays. I will be taking books and movies to the Lodge every two weeks. We are planning to start a monthly craft project for residents one Friday a month.

Programming Events

Storytime in the Garden took place at the New Glarus School's garden where kids listened to a story about gardening, learned some tips and tricks, and got some hands on experience in the garden. Both kids and parents attended this event. The Not Quite Ricola Swiss herbalism event was held at the Swiss historical village. Swiss herbal traditions were presented by local herbalist Lula Miller as well as Green county master gardeners. They also made sachets using Swiss herbs.

Preparations for Meeting with Schools

In August I began researching Wisconsin authors and their books in hopes of partnering with the schools for author events. I have read books for various age groups and compiled a contact list. I have emails out to a few authors and hope to have information available for the September 30th meeting with Jennifer Thayer and the school librarians.



Program Participation	2022 August Participants	2022 Total
Children's/Teen Events "live"	204	980
Adult/General Events "live"	47	473
Children's/Teen "self-serve"	1344	10,907
Adults "self-serve"	0	147

Kids were excited to have another scavenger hunt in the library for the month of August. They took part in more than 170 Gnome hunts through out the month.

STATISTICS		2022 August	2022 YTD	2021 YTD
	Items Borrowed	3,227	25481	21,238
	% Village of New Glarus	45%	47%	49%
	% Town of New Glarus	30%	27%	23%
	% Town of York	7%	10%	12%
	% Other Green County	9%	8%	7%
	% Dane County	9%	7%	7%
	% Other	<1%	<1%	2%
	OLL Requests Filled	7	53	50
	OverDrive Borrowed (all formats)	898	6,630	6,244
	Public WiFi sessions	5,863	41,296	34,372
	Public computer sessions	32	219	38
	Online Tools & Databases	37	473	1,040
	Website Visits	1,205	10,995	13,060
	Library Visits	1,734	10,964	5,816
	Average visits per day	64	55	29
	Patrons Added	16	104	46
	Items Added	124	1429	1,319
	Items Deleted	125	998	2,250

August Financials

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	11,238.72	
Interest	0.81	
Deposit		
Withdrawal		
End. Balance		11,239.53
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	947.35	
Withdrawal		
Deposit		
Interest	0.07	
End. Balance		947.42
SUBTOTAL [25-11520]		12,186.95
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,273.99	
Interest	28.69	
End Balance		20,302.68
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	138,740.90	
Deposit (Exeter donation)		
Interest	196.37	
End Balance		138,937.27
TOTAL LIBRARY INVESTMENTS		171,426.90
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		953,020.76
Interest/Dividend Income		924.13
Less fees		-2,012.50
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 7/31/21		951,932.39
Library Operations Fund		
Balance 6/30/21		26,361.94
Gifts/Pledges received		
Interest Income		18.69
Disbursements (Fees)		-82.60
Balance 7/31/21		26,298.03
Spendable Balance 7/31/21		26,298.03
Library Endowment Fund		
Beginning Balance 6/30/21		30,887.27
Contributions		
Investment Activity		-1,705.78
Investment fees		-74.12
BALANCE 7/31/21 [NON-CASH]		29,107.37
Spendable Balance 7/31/21		2,957.88

VILLAGE OF NEW GLARUS
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Wednesday, October 19, 2022 – 6:30 P.M.

Minutes

1. Call to Order: President Linda Hiland called the meeting to order at 6:31 P.M. Those present, in addition to Hiland, were trustees Daniel Ramirez, Beth Blahut; Director Amy Trumble; Village Liaison Henry Janisch. Absent: Suzi Janowiak, Shelly Truttmann, Jody Hoesly
2. Approval of Agenda: Janisch moved to approve the agenda. Motion carried.
3. Comments & Questions from the Public: None.
1. Unfinished Business
 - A. Discussion and Consideration: Photography and filming policy request form: Blahut moved to approve the form. Motion carried.
2. New Business
 - A. Discussion and Consideration: 2023 holidays: Janisch moved to approve the dates as written with the addition of closing the library on Saturday April 8, 2023. Motion carried.
6. Bills and Finance Report
 - A. Bills were presented and approved as follows:
 - \$ 9,224.14 dated September 27, 2022
 - \$ 4,819.51 dated October 11, 2022
 - B. Financial statement
7. Director's Report: See attached.
8. Approval of Minutes
 - A. September 21, 2022. Minutes approved with no corrections.
9. Reports / Discussion / Consideration:
 - A. Administration: Nothing to report.
 - CFSW Financial Report
 - B. Communication Team: Will put out a press release about the middle school map exhibit in Village Hall to encourage viewing on election day.
 - C. Grants Team: Nothing to report.
 - D. Partnership Team: Nothing to report.
 - E. Village Board Liaison: Nothing to report.
 - F. Friends of the Library: Nothing to report.
 - G. President's Report: Hiland discussed the Board's procedures according to the 12th edition of *Robert's Rules of Order*. Hiland suggested that in 2023 the Board should review its bylaws, including procedures for electronic meetings. The December meeting date will

be discussed at the Nov. meeting. Hiland and Janisch will be unable to attend if the meeting is on Dec 21st.

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



Director's Report –October 19, 2022
Amy Trumble

Micro Universes Children's Programming

September 30th, when the kids were off school, the library hosted the Welty Environmental Center Micro Universes program. Kids got hands-on experience using digital and traditional compound microscopes to enlarge rocks, leaves, butterfly wings, fingernails, and anything they could find outside to examine under a microscope. Following the event a parent reported that their child was hinting that they might like a microscope of their own!

Library User Guides

Now that traffic in the library is picking up, it is sometimes difficult to find the time to explain all of the services we offer to patrons receiving new library cards. Therefore, we created a "Library User Guide" brochure to hand out to patrons who may not be aware of all that the library has to offer. We will be having SCLS print the brochures. This benefits us in two ways- we get more than \$300 printing free from SCLS each year, which saves us money, and the quality of the printing and paper is superior to what we can do currently in the library.

Community Foundation Grant

We are writing a grant proposal for a bench to be placed in Village Park in front of the solar charging station that is arriving soon. This would offer people a place to sit while charging phones or other devices. A bronze plaque would indicate that it was purchased by the New Glarus Public Library with a grant from the Community Foundation of Southern Wisconsin.

Fall and Community Art Projects

Our community art project "pumpkin patch" is now on display in the children's section. Kids and adults submitted their creative designs for the display. Erica has done a great job decorating the rest of the library for the month of October. Brooke's themed Story Time events and grab and go crafts have been a hit this month as well.

Artists Line up

I have been in contact with several local artists and have displays lined up into spring. November we will be featuring the works of Kari Morrison, December and January Chuck Bauer will be exhibiting paintings, and in February Nan Rudd will have her mosaics on display, while her husband Bob will be sharing his art made of old farm machinery.

Report Meeting with Schools

I met with Jennifer Thayer and the school librarians to discuss ways in which we can partner with the schools. They were pleased to hear about the possibility of scheduling an author visit and will take into consideration days that might work for the author to present to multiple age groups in one day. In addition, we confirmed who should receive information regarding library events. They plan to send out a flyer to families regarding Zoozort that's taking place later this month when the kids are off.



September 2022 Highlights

Program Participation	2022 September Participants	2022 Total
Children's/Teen Events "live"	71	1051
Adult/General Events "live"	40	513
Children's/Teen "self-serve"	880	11,787
Adults "self-serve"	24	171



STATISTICS		2022 September	2022 YTD	2021 YTD
	Items Borrowed	2,891	28,372	23,335
	% Village of New Glarus	48%	47%	49%
	% Town of New Glarus	24%	27%	21%
	% Town of York	10%	10%	17%
	% Other Green County	8%	8%	8%
	% Dane County	10%	7%	4%
	% Other	<0%	<1%	1%
	OLL Requests Filled	2	55	61
	OverDrive Borrowed (all formats)	763	7,393	7,021
	Public WiFi sessions	4,862	46,158	40,154
	Public computer sessions	39	258	44
	Online Tools & Databases	104	577	1,081
	Website Visits	1,061	12,056	14,495
	Library Visits	1,411	12,375	6,352
	Average visits per day	56	55	28
	Patrons Added	10	114	50
	Items Added	76	1,505	1,484
	Items Deleted	14	1,012	2,286

September Financials

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	11,239.53	
Interest	0.74	
Deposit		
Withdrawal	0.00	
End. Balance		11,240.27
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	947.42	
Withdrawal		
Deposit		
Interest	0.06	
End. Balance		947.48
SUBTOTAL [25-11520]		12,187.75
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,302.68	
Interest	36.71	
End Balance		20,339.39
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	138,937.27	
Deposit (Exeter donation)		
Interest	251.23	
End Balance		139,188.50
TOTAL LIBRARY INVESTMENTS		171,715.64
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 7/31/22		951,932.39
Interest/Dividend Income		1,098.88
Less fees		
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 8/31/22		953,031.27
Library Operations Fund		
Balance 7/31/22		26,328.47
Gifts/Pledges received		
Interest Income		40.54
Disbursements (Fees)		
Balance 8/31/22		26,369.01
Spendable Balance 8/31/22		26,368.01
Library Endowment Fund		
Beginning Balance 7/31/22		30,681.61
Contributions		
Investment Activity		-935.93
Investment fees		-0.60
BALANCE 8/31/22 [NON-CASH]		29,745.08
Spendable Balance 8/31/22		3,558.00

**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, November 16, 2022 – 6:30 P.M.

AGENDA

1. Call to Order: Hiland called the meeting to order at 6:30 P.M. Those present, in addition to Hiland, were trustees Beth Blahut, Daniel Ramirez, Jody Hoesly, Suzi Janowiak, Library Director Amy Trumble, and Village Liaison Henry Janisch. Absent: Trustee Shelly Truttman.
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. (Deliberating the purchase of public property)
3. Approval of Agenda: Hoesly made a motion to approve the agenda. Motion carried.
4. Comments & Questions from the Public: None.
5. New Business :
 - A. Discussion and Consideration: Library Director Goals
6. Bills and Finance Report
 - A. Bills were presented and approved as follows:
 - \$ 3,881.80 dated October 26, 2022
 - \$1,721.52 dated November 9, 2022
 - B. Financial statement
7. Director's Report: See attached.
8. Approval of Minutes
 - A. October 19, 2022: Hiland moved to approve the minutes with the suggested corrections. One abstention. Motion carried.
9. Reports / Discussion / Consideration:
 - A. Ad Hoc Report: Ad hoc team met with the Swiss Church to discuss building options at the Zwingli site. The Church will report back as soon as possible with a decision about moving forward with further negotiations and offering to sell the property to the Library.
 - B. Administration: Hoesly will clarify file folders and procedures for future admin teams.
 - CFSW Financial Report
 - C. Communication Team: Nothing to report.
 - D. Grants Team: Will submit expenses from map grant to village clerk.
 - E. Partnership Team: Nothing to report.
 - F. Village Board Liaison: Nothing to report.
 - G. Friends of the Library: Working on creating a movie night. Internal book sales are going well.
 - H. President's Report: Hiland made a motion to move the December meeting to Mon. Dec. 12th due to scheduling conflicts. Motion carried. Trumble's 6th month evaluation will take place at the Jan. meeting. Kaylee Walters resigned from her role on the ad hoc team. Jody Hoesly is resigning at the end of Dec. after serving 10 years on the Library Board.
10. The board will convene into Closed Session: Janowiak made a motion to convene into

closed session. 2nd by Janisch. Motion carried by unanimous roll-call vote.

11. The board will convene into Open Session: Janisch made a motion to convene into closed session. 2nd by Janowiak. Motion carried by unanimous roll-call vote.

A. Results of Closed Session: Discussion & Consideration: Deliberating the purchase of public property. No actions taken.

12. Hiland adjourned the meeting at 8:05 P.M.



Director's Report –November 16, 2022
Amy Trumble

Zoozort Live Animal Event

At the end of October we hosted the Zoozort live animal program. Kids were off school and over 175 kids and adults piled into the community room of Village Hall to learn about and touch exotic animals from around the world.



Website and Storage Room Cleanup

During the month of October we started behind the scenes cleanup work on the website and met with the technology experts at SCLS to prepare for our website update. A new version of website software is being installed this month. We have been removing outdated information and exploring ideas for refreshing the look of the site. Other cleanup notes, we have been working our way through the storage room to clean out, take inventory of, and organize our supplies and equipment.

Return to In-person Children's Programming

We will be gradually moving back to Story Times in the community room on Wednesdays in November. We plan to expand children's programming in the new year to include a Movers and Shakers program on Fridays. We are exploring options for bringing in live music entertainment for the kids one Friday a month.

Community Connections

I recently met with Milo Parker from the Lions Club and discussed a variety of partnering opportunities. We will be meeting later this month to talk about a musical club offering in the community room centered on learning to play the dulcimer. Other opportunities include partnering with the Lions for free kids vision tests, book give away contest ideas, as well as working with the Lions Club to establish and help fill additional Little Free Libraries in New Glarus.

School Outreach











Elementary School and High School art teachers were contacted to see if they are interested in getting into the art display queue. We would love to have exhibitions of the work of young local artists in addition to current display lineup. We have scheduled an elementary school exhibition for March.



October 2022 Highlights

Program Participation	2022 October Participants	2022 Total
Children's/Teen Events "live"	200	1258
Adult/General Events "live"	61	574
Children's/Teen "self-serve"	1051	12,831
Adults "self-serve"	40	211



STATISTICS		2022 October	2022 YTD	2021 YTD
	Items Borrowed	3,093	31,465	25,453
	% Village of New Glarus	49%	48%	55%
	% Town of New Glarus	26%	27%	19%
	% Town of York	10%	10%	12%
	% Other Green County	6%	8%	9%
	% Dane County	8%	7%	4%
	% Other	<1%	<1%	<1%
	OLL Requests Filled	7	62	67
	OverDrive Borrowed (all formats)	713	8,106	7,830
	Public WiFi sessions	5,089	51,247	43,649
	Public computer sessions	37	295	48
	Online Tools & Databases	16	953	1,182
	Website Visits	1,067	13,123	15,945
	Library Visits	1,492	13,867	7,009
	Average visits per day	57	55	25
	Patrons Added	9	123	56
	Items Added	143	1,648	1,636
	Items Deleted	119	1,131	2,381

October Financials

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	11,240.27	
Interest	0.92	
Deposit		
Withdrawal		
End. Balance		11,241.19
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	947.48	
Withdrawal		
Deposit		
Interest	0.08	
End. Balance		947.56
SUBTOTAL [25-11520]		12,188.75
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,339.39	
Interest	42.67	
End Balance		20,382.06
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	139,188.50	
Deposit (Exeter donation)		
Interest	291.99	
End Balance		139,480.49
TOTAL LIBRARY INVESTMENTS		172,051.30
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 8/31/22		954,498.54
Interest/Dividend Income		1,760.05
Less fees		0.00
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 9/30/22		956,258.59
Library Operations Fund		
Balance 8/31/22		26,369.01
Gifts/Pledges received		
Interest Income		48.63
Disbursements (Fees)		-82.61
Balance 9/30/22		26,335.03
Spendable Balance 9/30/22		26,335.03
Library Endowment Fund		
Beginning Balance 8/31/22		29,745.08
Contributions		
Investment Activity		-1,983.73
Investment fees		-74.60
BALANCE 9/30/22 [NON-CASH]		27,686.75
Spendable Balance 9/30/22		3,558.00

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

Monday, December 12, 6:30 P.M.

1. Call to Order: Hiland called the meeting to order at 6:31 P.M. Those present, in addition to Hiland, were trustees Suzi Janowiak, Daniel Ramirez, Jody Hoesly, Shelly Truttman, Beth Blahut, Library Director Amy Trumble, and village resident Gof Thomson. Absent: Village Liaison Henry Janisch.
2. Approval of Agenda: Truttman moved to approve the agenda. Motion carried.
3. Comments & Questions from the Public: Gof Thomson encouraged the Board to move forward with the building project. He shared 2 documents with information regarding the village's financial planning for the next 5 years.
4. New Business:
 - A. Discussion and Consideration: Resolution 22-05 Appointment of Library Page. Janowiak moved to approve the resolution. Motion carried.
5. Bills and Finance Report:
 - A. Bills were presented and approved:
\$7,154.93 dated November 29, 2022
 - B. Financial statement
6. Director's Report: See attached.
7. Approval of Minutes:
 - A. November 16, 2022: Minutes were approved as received.
8. Reports / Discussion / Consideration:
 - A. Ad Hoc Report: Swiss church's consistory will discuss the library building project at their meeting on Dec. 14th.
 - B. Administration: Hoesly will continue to work with Truttman to organize the admin team's folders for future teams.
 - CFSW Financial Report
 - C. Communication Team: Nothing to report.
 - D. Grants Team: Nothing to report.
 - E. Partnership Team: Nothing to report.
 - F. Village Board Liaison: Liaison not present.
 - G. Friends of the Library: Working on their movie night. Working to help provide the cement, and bench for the charging station in the park.
 - H. President's Report: Hiland will contact Roger Truttman with the name of a potential Library Board trustee to fill the vacancy when Hoesly steps down. Evaluation for the Library Director will take place at the Jan. 18 meeting.
9. Adjournment: Hiland adjourned the meeting at 6:59 P.M.



Director's Report –December 12, 2022
Amy Trumble

Website Update Complete

Our new webpage went public November 30th. Changes were made to the font, layout, sidebars, and search bar. The goal was to make the site easier to read and navigate, and give it an overall cleaner, more modern look. We look forward to working with the new features this version offers. Be sure to check it out when you have time.

Sugar River Dulcimer Group

The library is working with Milo Parker and local dulcimer players to host a music opportunity for members of the surrounding communities. All are welcome to join Milo and friends on the first and third Wednesdays of the month from 11a.m. to 1p.m. Dulcimers and sheet music are available for use.

A New Painting Exhibition

Local artist, Chuck Bauer, is displaying his paintings during the months of December and January. Chuck specializes in en plein air painting and likes to work from nature whenever possible. Many of his works are set in rural southern Wisconsin as well as the Madison area. His work is unique in that he uses abstract approaches and bold colors to portray natural themes.

Study Carrels

Our new study carrels arrived! In order to make the copier accessible to patrons we needed to move a computer station. The result was that we had two computer stations at the same table in close proximity to one another. In order to offer some separation and privacy for computer users we purchased two study carrels. Patrons have been using them and appreciate having their own individual space to work.

New Glarus Public Library is on Instagram!










Julie was hard at work last month getting us set up with an Instagram account. We are now public on the app. It will be used as an extension of our webpage and Facebook and contain the same information in picture form in order to reach a wider population of all that the library has to offer. As the formulas for Facebook and Instagram are different we should be able to reach more people. We can monitor the metrics and time spent updating Instagram posts to determine how effective and useful it is as a tool for informing the community about library happenings.



November 2022 Highlights

Program Participation	2022 November Participants	2022 Total
Children's/Teen Events "live"	46	1,304
Adult/General Events "live"	25	599
Children's/Teen "self-serve"	441	13,272
Adults "self-serve"	37	248



STATISTICS		2022 November	2022 YTD	2021 YTD
	Items Borrowed	2,981	34,446	28,028
	% Village of New Glarus	48%	48%	45%
	% Town of New Glarus	24%	27%	27%
	% Town of York	11%	10%	13%
	% Other Green County	8%	8%	8%
	% Dane County	6%	7%	6%
	% Other	3%	<1%	1%
	OLL Requests Filled	5	67	72
	OverDrive Borrowed (all formats)	778	8,884	8,548
	Public WiFi sessions	4,983	56,230	46,468
	Public computer sessions	44	339	64
	Online Tools & Databases	181	1,134	1,630
	Website Visits	963	14,086	17,171
	Library Visits	1,234	15,101	7,901
	Average visits per day	51	55	37
	Patrons Added	6	129	62
	Items Added	191	1,839	1,785
	Items Deleted	306	1,437	2,709

November Financials

LIBRARY		
SAVINGS #2775 (APY .10%)		
Beg. Balance	11,241.19	
Interest	0.92	
Deposit		
Withdrawal		
End. Balance		11,242.11
Savings #2763 [25-11520] (APY .10%)		
Beg. Balance	947.56	
Withdrawal		
Deposit		
Interest	0.08	
End. Balance		947.64
SUBTOTAL [25-11520]		12,189.75
SBCP MM#183483-RESERVE OPERATIONS FUND [25-11300]		
Beg. Balance	20,382.06	
Interest	49.59	
End Balance		20,431.65
SBCP MM#209786-CAPITAL (TOWN) [25-11520-000-004]		
Beg. Balance (funded 9/28) [Town Impact fees]	139,480.49	
Deposit (Exeter donation)		
Interest	339.34	
End Balance		139,819.83
TOTAL LIBRARY INVESTMENTS		172,441.23
FOR INFORMATIONAL PURPOSES (Not recorded in Village accounting)		
Community Foundation of Southern WI [most recent information available]		
Library Capital Campaign Fund		
CASH Deposits thru 9/30/22		956,258.59
Interest/Dividend Income		2,218.12
Less fees		
Less Withdrawals		
Gifts/Pledges received		
SPENDABLE CASH Available 10/31/22		958,476.71
Library Operations Fund		
Balance 9/30/22		26,335.03
Gifts/Pledges received		
Interest Income		61.17
Disbursements (Fees)		
Balance 10/31/22		26,396.20
Spendable Balance 10/31/22		26,396.20
Library Endowment Fund		
Beginning Balance 9/30/22		27,686.75
Contributions		
Investment Activity		1,281.10
Investment fees		-0.60
BALANCE 10/31/22 [NON-CASH]		28,967.25
Spendable Balance 10/31/22		3,588.00

