

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, December 14, 2010**

President Faun Phillipson called the meeting to order at 4:30 p.m. in the New Glarus Village Hall Board Room. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber, Library Director Denise Anton Wright, Village Administrator Nic Owen, and President / CEO of the Swiss Center of North America, Beth Zurbuchen.

President Phillipson announced that the Library Board would go into closed session per Wisconsin Statute 19.85 (1)(e) for the purpose of discussing “public business with competitive or bargaining implications.”

**APPROVAL OF AGENDA:** The agenda was approved on motion by W. Duerst, second by D. Weber. Motion Carried.

**APPROVAL OF MINUTES:** There were three sets of Library Board minutes to approve:

- L. Hiland moved to approve the minutes from the November 9, 2010 Library Board meeting, with the understanding that minor punctuation corrections would be made, second by W. Duerst. Motion Carried.
- B. Weiss moved to approve the minutes from the November 12, 2010 Special Library Board meeting, second by L. Hiland. Motion carried.
- W. Duerst moved to approve the minutes from the December 3, 2010 Special Library Board meeting, second by D. Weber. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented three sets of Bills for approval: the November 9, 2010 Bills totaled \$2,331.92, the November 29, 2010 Bills totaled \$2,614.80, and the December 14, 2010 Bills totaled \$2,180.17 for a grant total of \$7,126.89. The Bills were initialed by the Library Board members to show approval for payment.

Director Wright also distributed the November 2010 Library Financial Statement created by Village Treasurer, Lynne Erb. D. Weber moved to deposit the CD that will be maturing in December of 2010 into the Library’s Savings Account for the present time, second by L. Hiland. Motion Carried.

**DISCUSSION AND CONSIDERATION OF SOUTH CENTRAL LIBRARY SYSTEM**

**FOUNDATION MEMBERSHIP:** After some discussion, it was agreed that more detailed information was needed on the monthly fees and annual charges before a final decision on joining the SCLS Foundation could be made. This topic will be an agenda item for the January 2011 Library Board meeting.

**UPDATE ON LIBRARY EXPANSION EFFORTS:** Regarding the property that is adjacent to the Swiss Center of North America (SCNA), the Library Board is waiting for the decision that will be made at the December 21, 2010 New Glarus Village Board meeting. The SCNA wishes to continue discussing the possible purchase of this land; however, neither the Library Board nor the SCNA feels that a counter offer should be made by the Library Board until a decision is made by the New Glarus Village Board. Members of the Library Board will attend the December 21<sup>st</sup> Village Board meeting and will provide members of the Village Board with whatever information they need in order to make a decision. L. Hiland moved to establish an Executive Committee to enter into negotiations with the SCNA to discuss purchasing the property (if permission is granted by the New Glarus Village Board), second by B. Weiss. Motion Defeated in favor of a new motion. D. Weber moved to establish an Executive Committee appointed by the Library Board President, to enter into negotiations with the SCNA to discuss purchasing property from the SCNA, second by S. Janowiak. Motion Carried. F. Phillipson, W. Duerst, and S. Janowiak will serve on that Executive Committee.

Because it is currently for sale and has been mentioned as a possible library location by members of the Village Board, discussion and consideration of the 5<sup>th</sup> Avenue Shoppes building took place. The property is too small (8,454 square feet) for the Library's long-term space needs, the site has almost no potential for expansion, the existing building (listed at \$149,900) would almost certainly need to be demolished, and there is not sufficient parking for the location. The Library Board decided there were too many negatives to research this location any further.

Regarding public relations regarding Library Expansion, members of the Library Board will draft a letter to the members of the Village Board, listing the positive and negative attributes of the SCNA property. This letter will be included in the Village Board member packets for the December 21, 2010 meeting. Members of the Library Board will attend this meeting to aid in the perception of the SCNA property as a good site for the Library and to answer any questions the Village Board members may have about this site and other locations.

Because there was no discussion of "public business with competitive or bargaining implications," a Closed Session was not held.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at our Library) for November was 7,364. So far this year Circulation is up a total of 5.3% from this time in 2009.*
- *Circulation by format. Of the 7,364 items checked out during November, 1,837 were adult print (books & magazines), 2,682 were adult non-print (audio books, CDs, software, DVDs), 2,132 were juvenile (children's & teen) print, 611 were juvenile non-print, and the rest were generic / misc. formats.*
- *Residents of the Village of New Glarus checked out 3,500 items (47.5% of the total monthly circulation) in November.*

- *Circulation to residents of Green County not served by a municipal library was 2,960 (40% of the total monthly circulation) in November. Of this total, Town of New Glarus residents checked out 1,656 items (22.5%), Town of York residents checked out 517 items (7%), and Town of Exeter residents checked out 634 items (8.6%).*
- *Residents of Dane County not served by a municipal library checked out 297 items in November (4% of the library's total circulation for the month).*
- *The Library registered 9 new patrons in November.*
- *3,560 people visited the Library during November. Year-to-date library attendance is at 44,042!*
- *During November the Library presented 4 programs that were attended by a total of 53 children and adults. Something new was a Scrabble afternoon on November 18<sup>th</sup>.*
- *Patrons used 338 sessions on the Library's three public Internet terminals for a total of 166 hours and 44 minutes during November.*
- *620 people visited the Library's website a total of 1,080 times during November with an average of 37 minutes spent on the site.*
- *The Library will be sponsoring a special "Winter Break" family movie on Wednesday, December 29<sup>th</sup> from 1:00 to 3:00 p.m. in the Village Hall Community Room. Popcorn and beverages will be served. Many thanks to the Friends of the Library for providing the movie license and popcorn machine.*
- *Due to ongoing development of the software for the new LINK shared online catalog, the Library postponed the Staff Training Day scheduled for Friday, December 10<sup>th</sup>. Instead Director Wright requested that the Library close for the morning of Friday, January 14<sup>th</sup> (open at 1:00 p.m. that day). The migration to the new LINKcat is currently scheduled to take place on January 16<sup>th</sup> & 17<sup>th</sup>.*

**ADJOURNMENT:** The meeting was adjourned on motion by B. Weiss, second by L. Hiland. Motion Carried. The next meeting of the Library Board of Trustees will be Tuesday, January 11, 2011 at 4:30 p.m. in the New Glarus Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT THE JANUARY 11, 2011 LIBRARY BOARD MEETING*

**Village of New Glarus  
Minutes of a Special Meeting of the Library Board of Trustees  
New Glarus Public Library**

**Friday, December 3, 2010**  
**5:00 p.m.**

President Faun Phillipson called the meeting to order at 5:00 p.m. in the Village Hall Board Room. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance was Village Board Liaison Darrel Weber.

**ANNOUNCEMENT OF CLOSED SESSION:** President Phillipson announced that the Library Board will convene into Closed Session per Wisconsin Statute 19.85(1)(e) for the purpose of discussing “public business with competitive or bargaining implications.”

**APPROVAL OF AGENDA:** The agenda was approved on motion by W. Duerst, second by L. Hiland. Motion Carried.

**DISCUSSION OF POSSIBLE PURCHASE OF PROPERTY ADJACENT TO THE SWISS CENTER OF NORTH AMERICA:** A discussion of possible purchase of property adjacent to the Swiss Center of North America took place. Topics discussed included the letter of intent that was sent to the Swiss Center of North America from the Library Board, ownership of the property, and a counter offer to the Swiss Center of North America.

**CONVENE INTO CLOSED SESSION:** On motion by D. Weber, second by B. Weiss, the Library Board convened into closed session - the result of a unanimous roll call vote.

**CONVENE INTO OPEN SESSION:** On motion by B. Weiss, second by L. Hiland, the Library Board convened back into open session – the result of a unanimous roll call vote.

**RESULTS OF CLOSED SESSION:** In open session, D. Weber moved to complete paper work for an offer to purchase land from the Swiss Center of North America as discussed in closed session, second by W. Duerst. Motion Carried. F. Phillipson, S. Janowiak, and D. Weber will work with the realtor to fill out the necessary forms.

**ADJOURNMENT:** B. Weiss moved to adjourn, second by L. Hiland. Motion Carried.

**NEXT MEETING:** The next regular meeting of the Library Board will be Tuesday, December 14<sup>th</sup> at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT THE DECEMBER 14, 2010 LIBRARY BOARD MEETING*

**Village of New Glarus  
Minutes of a Special Meeting of the Library Board of Trustees  
New Glarus Public Library  
Friday, November 12, 2010  
4:30 p.m.**

President Faun Phillipson called the meeting to order at 4:30 p.m. in the Village Hall Board Room. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber, Village Administrator, Nic Owen, realtor Lorri Stueber, and Library Director Denise Anton Wright.

**ANNOUNCEMENT OF CLOSED SESSION:** President Phillipson announced that the Library Board will convene into Closed Session per Wisconsin Statute 19.85(1)(e) for the purpose of discussing “public business with competitive or bargaining implications.”

**APPROVAL OF AGENDA:** The agenda was approved on motion by W. Duerst, second by D. Weber. Motion Carried.

**DISCUSSION OF POSSIBLE PURCHASE OF PROPERTY ADJACENT TO THE SWISS CENTER OF NORTH AMERICA:** Realtor Lorri Stueber was present to answer questions about the property owned by the Swiss Center of North America that is adjacent to their present office. She made several suggestions about how to make an offer and its contingencies. The subject of the sewer and additional surveying to determine accurate property lines was also discussed.

**CONVENE INTO CLOSED SESSION:** Following this portion of the meeting, the board unanimously agreed to go into closed session following a roll call vote at 5:27 p.m.

**CONVENE INTO OPEN SESSION:** Following a roll call vote, the board unanimously agreed to end the closed session at 6:13 p.m.

**RESULTS OF CLOSED SESSION:** The results of the closed session are that the Library Board will proceed in their offer to purchase the Swiss Center of North America property on motion by D. Weber, second by J. Martinson. Motion Carried. Village Administrator Owen will show the offer to the Village Attorney for his opinion and approval so that the offer can be presented to the Board of the Swiss Center of North America for their meeting on Friday, November 19, 2010.

**ADJOURNMENT:** W. Duerst moved to adjourn the meeting, second by D. Weber. Motion Carried.

**NEXT MEETING:** Members of the Library Board will attend the Village Budget Hearing on Tuesday, November 16<sup>th</sup> and the Village Board meeting on Tuesday, December 7<sup>th</sup>. At the December 7<sup>th</sup> Village Board meeting, the possible purchase of the Swiss Center of North America property will be discussed.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT THE DECEMBER 14, 2010 LIBRARY BOARD MEETING*  
**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, November 9, 2010**

The Library Board members met at 4:00 p.m. in the parking lot of the Swiss Center of North America in order to tour the property that is adjacent on Hwy. 39.

President Faun Phillipson called the meeting to order at 4:50 p.m. in the New Glarus Village Hall Board Room. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright. Guests of the Board were Martha Van Pelt, Director of the South Central Library System, and Trish Priewe, Co-Director of the Lodi Public Library and Vice-President of the SCLS Foundation Board.

After introductions of guests and board members, President Phillipson announced that the Library Board would go into closed session per Wisconsin Statute 19.85 (1)(e) for the purpose of discussing "public business with competitive or bargaining implications."

**APPROVAL OF AGENDA:** The agenda was approved on motion by W. Duerst, second by D. Weber. Motion Carried.

**APPROVAL OF MINUTES:** W. Duerst moved to accept the minutes from the October 12, 2010 Library Board meeting, second by B. Weiss. Motion Carried.

**PRESENTATION / DISCUSSION REGARDING THE SOUTH CENTRAL LIBRARY SYSTEM FOUNDATION:** Van Pelt and Priewe led a discussion concerning the SCLS Foundation. Van Pelt explained that the Foundation provides for grants and special projects. It provides a 501(c)(3) tax deduction for business purposes. Priewe explained that the Foundation also allows libraries to set up their own Foundation through the SCLS Foundation for a \$500 minimum investment. The money is part of a bigger fund

that is managed and invested by M & I Bank. The individual contributors can decide when and how much money of their investment they will use. It would also earn interest while invested in the fund. Joining the SCLS Foundation will be discussed at the December meeting of the Library Board.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented one set of Bills for approval: the October 31, 2010 Bills totaled \$2,395.57. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report created by Village Treasurer, Lynne Erb. A CD will be maturing in December of 2010.

**2011 LIBRARY BUDGET - UPDATES:** Director Wright will be creating a final 2011 Library Budget after both the Green County Library Board and Village of New Glarus budgets are finalized. The Green County Board is finalizing their budget on November 9th and the Village Budget Hearing is November 16<sup>th</sup>.

**APPROVAL OF LIBRARY CLOSING FOR DECEMBER 10<sup>TH</sup> STAFF TRAINING DAY:** W. Duerst moved to allow the library to close on December 10, 2010 for a staff training day, second by L. Hiland. Motion Carried.

**DISCUSSION / APPROVAL OF LIBRARY'S HOURS OVER CHRISTMAS AND NEW YEAR'S HOLIDAYS:** W. Duerst moved to allow the Library to close on the same days as the rest of the Village Hall for the 2010 Christmas and 2010/11 New Year's holidays, which would mean being closed on Friday, Saturday and Monday of each weekend, second by S. Janowiak. Motion Carried.

**UPDATE ON LIBRARY EXPANSION EFFORTS:** Concerning library expansion efforts, no action was taken. Two prices were quoted for the study of the flood plain for the land near the Old Town Hall and Town Garage, but the owner of the duplex property has not replied to give a price for the property, or to say if it was for sale.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at our Library) for October was 7,673. So far this year Circulation is up over 4% from this time in 2009.*
- *Circulation by format. Of the 7,673 items checked out during October, 1,883 were adult print (books & magazines), 2,470 were adult non-print (audio books, CDs, software, DVDs), 2,453 were juvenile (children's & teen) print, 781 were juvenile non-print, and the rest were generic / misc. formats.*
- *Residents of the Village of New Glarus checked out 3,434 items (45% of the total monthly circulation) in October.*
- *Circulation to residents of Green County not served by a municipal library was 3,313 (43% of the total monthly circulation) in October. Of this total, Town of New Glarus residents checked out 1,713 items (22%), Town of York residents checked out 598 items (8%), and Town of Exeter residents checked out 857 items (11%).*
- *Residents of Dane County not served by a municipal library checked out 338 items in October (4% of the library's total circulation for the month).*
- *The Library registered 15 new patrons in October.*
- *3,802 people visited the Library during October. So far this year attendance is at 40,482 people!*
- *The Library presented eight programs in October that were attended by a total of 216 children and adults. Attendance was very strong for the October 22<sup>nd</sup> "Wizard's School special event.*
- *Patrons used 409 sessions on the Library's three public Internet terminals for a total of 195 hours and 50 minutes during October.*
- *707 people visited the Library's website a total of 1,152 times during October with an average of 52 minutes spent on the site.*

- *The Library received a monetary donation in memory of Robert Hoesly – the donor suggested purchasing titles that reflected Swiss / German culture. Nine books on specialized genealogy topics relating to Swiss and German ancestry have been purchased for the Library's circulating*

**CONVENE INTO CLOSED SESSION:** Following this portion of the meeting, the board unanimously agreed to go into closed session following a roll call vote at 6:30 p.m.

**CONVENE INTO OPEN SESSION:** Following a unanimous roll call vote, the board unanimously agreed to end the closed session at 7:20 p.m.

**RESULTS OF CLOSED SESSION:** After a lengthy discussion, S. Janowiak moved for the Library Board to purchase Lot 1 (2.235 acres) from the Swiss Center of North America contingent upon: 1) Village Board approval, and 2) purchasing land on the north edge of the SCNA property for the purpose of an access roadway to Lot 1 from Durst Road at a mutually agreed upon price. Second by W. Duerst. Motion Carried. F. Phillipson will contact the realtor and Village of New Glarus and Town of New Glarus officials to inform them of this decision.

**ADJOURNMENT:** The meeting was adjourned on motion by D. Weber, second by W. Duerst. Motion Carried. The next meeting of the Library Board of Trustees will be Tuesday, December 14, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, October 12, 2010**

President Faun Phillipson called the meeting to order at 4:30 p.m. in the New Glarus Village Hall Board Room. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright. Keith Seward, Gof Thomson, and Bob Elkins from the Town of New Glarus were in attendance as was Nic Owen, New Glarus Village Administrator.

**APPROVAL OF AGENDA:** B. Weiss moved to change the meeting agenda and move the discussion of Library Expansion Efforts earlier for the convenience of the visitors from the Town of New Glarus and Nic Owen, second by D. Weber. Motion Carried.

**APPROVAL OF MINUTES:** D. Weber moved to accept the minutes from the September 14, 2010 Library Board meeting, second by B. Weiss. Motion Carried.

**UPDATE ON LIBRARY EXPANSION EFFORTS – OLD TOWN HALL DISCUSSION:**

Keith Seward, Chair of the Town of New Glarus Board, began the discussion of library expansion with background on the situation with the Old Town Hall property, including its current status and directives from those in attendance at the Town of New Glarus' Annual Meeting which was held in April. After much discussion from those in attendance, D. Weber moved to keep negotiations options open with the Town, second by S. Janowiak. Motion Carried. It was agreed upon by the members of the Library Board to investigate the cost of a flood plain engineering study for the Old Town Hall property. The Library Board will work with Village Administrator, Nic Owen on getting price quotes for the engineering study. The source of payment for the engineering study is yet to be determined. If a study is completed, the Library Board will make a decision whether or not to pursue building on the property where the Old Town Hall and Town Garage are located. D. Weber will contact Roger Clark to determine if the duplex adjoining the property is for sale and at what cost. F. Phillipson and Library Director Wright will attend tonight's Town of New Glarus Board Meeting to discuss the Library's budget request for 2011 (microfilm viewer / printer / scanner and microfilm of the New Glarus newspaper from 1026 to 2008) and to answer any questions they may have regarding the Old Town Hall property.

**UPDATE ON LIBRARY EXPANSION EFFORTS – FUND RAISING DISCUSSION:**

The members of the Library Board are interested in finding out more information about the South Central Library System's Foundation as a tool for fundraising. The Library Board will invite South Central Library Director, Marty van Pelt and SCLS Foundation Board member Trish Priewe to attend the November Library Board meeting in order to answer questions.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the September 28, 2010 Bills totaled \$3,016.95 and the October 12, 2010 Bills totaled \$1,313.59 for a grand total of \$4,330.54. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report created by Village Treasurer, Lynne Erb

**2011 LIBRARY BUDGET:** Director Wright distributed copies of a revised 2011 Library Budget that reflects the proposed increase of \$9,697 to the Library's portion of Village taxes. A final 2011 Library

Budget will be created after the November 16<sup>th</sup> Village Budget Hearing and the November Green County Board meeting.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at our Library) for September was 6,723. So far this year Circulation is up 4% from this time in 2009.*

- *Circulation by format. Of the 6,723 items checked out during September, 1,866 were adult print (books & magazines), 2,254 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,855 were juvenile (children's & teen) print, 646 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 2,987 items (44% of the total monthly circulation) in September.*
- *Circulation to residents of Green County not served by a municipal library was 2,738 (41% of the total monthly circulation) in September. Of this total, Town of New Glarus residents checked out 1,406 items (21%), Town of York residents checked out 655 items (10%), and Town of Exeter residents checked out 500 items (7%).*
- *Residents of Dane County not served by a municipal library checked out 367 items in September (5.5% of the library's total circulation for the month).*
- *The Library registered 9 new patrons in September.*
- *3,687 people visited the Library during September.*
- *The Library presented three programs in September that were attended by a total of 56 children and adults.*
- *Patrons used 383 sessions on the Library's three public Internet terminals for a total of 186 hours and 26 minutes during September.*
- *677 people visited the Library's website a total of 1,142 times during September with an average of 35 minutes spent on the site.*
- *Director Wright submitted a New Glarus Community Foundation grant application on behalf of the Library. If funded, these grant funds would purchase a bi-lingual (English / Spanish) AWE Early Literacy Station to replace the Library's aging children's game computer.*
- *The Green County Library Directors group is planning a county-wide reading project in 2011.*
- *The Library received a monetary donation from the Wal-mart Foundation in recognition of Mary Ellen Broge's dedication as a volunteer. These funds were used to purchase 12 classic literature titles on book-on-CD.*

**ADJOURNMENT:** The meeting was adjourned on motion by W. Duerst, second by D. Weber. Motion Carried. The next meeting of the Library Board of Trustees will be Tuesday, November 9, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

**MINUTES APPROVED AT NOVEMBER 9, 2010 LIBRARY BOARD MEETING  
Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, September 14, 2010**

President Faun Phillipson called the meeting to order at 4:30 p.m. in the New Glarus Village Hall Board Room. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright.

**APPROVAL OF AGENDA:** The agenda was approved on motion by D. Weber, second by L. Hiland. Motion Carried.

**APPROVAL OF MINUTES:** There were two sets of minutes to approve. W. Duerst moved to accept the minutes from the August 10, 2010 regular Library Board meeting, second by B. Weiss. Motion Carried. D. Weber moved to accept the minutes from the August 25, 2010 special Library Board meeting, second by B. Weiss. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the August 30, 2010 Bills totaled \$3,611.09 and the September 14, 2010 Bills totaled \$3,895.99 for a grand total of \$7,507.08. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report created by Village Treasurer, Lynne Erb – the maturation date for the Anchor Bank CD has been corrected from last month's financial report.

**2011 LIBRARY BUDGET:** Director Wright distributed a first draft of the Library's 2011 budget. 2011 Library revenues will be slightly down from the Library's 2010 budget. If the Village Board follows the state-mandated minimum level of funding ("maintenance of effort"), the Library's portion from Village taxes will remain the same as 2010. Reimbursements from Dane, Iowa, and Lafayette counties for library service provided to their residents not served by a municipal library will be down nearly \$3,000 from the 2010 Library budget. Reimbursements from Green County for library service provided to their residents not served by a municipal library will be slightly higher than 2010. Expenses – including library salaries - will be up in 2011. The discrepancy between the 2010 and 2011 budgets relating to library materials and operating expenses (not including salaries) will be a negative \$9,697.

L. Hiland moved to keep 2011 library materials and operating expenses the same as 2010, second by S. Janowiak. Motion Carried. After some discussion, S. Janowiak moved to request that the Village Board establish a sinking fund for library expansion at \$20,000 per year, second by B. Weiss. Motion Carried. President Phillipson will draft a written request to the Village Board regarding two requests to the Village Board: 1) to increase the 2011 Library's portion from Village tax funds by \$9,697, and 2) to create a sinking fund for Library expansion of \$20,000 for 2011.

On a related budget issue, S. Janowiak moved to ask the Town of New Glarus Board for funds that will allow the Library to purchase much-requested microfilm from the *New Glarus Post* and *New Glarus – Monticello Post Messenger* along with a microfilm viewer / printer / scanner, second by W. Duerst. Motion Carried. Director Wright will research exact costs for the microfilm and viewer / printer / scanner.

**LIBRARY EXPANSION EFFORTS:** Concerning Library expansion efforts, a discussion was held to determine the next step in the process. President Phillipson will contact the Boards of both the Town of New Glarus Board and Village of New Glarus in addition to the Village / Town Joint Negotiation Committee, to determine what additional information is needed from the Library Board.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at our Library) for August was 8,276. So far this year Circulation is up 4% from this time in 2009.*
- *Circulation by format. Of the 8,276 items checked out during August, 2,190 were adult print (books & magazines), 3,162 were adult non-print (audio books, CDs, software, VHS & DVDs), 2,033 were juvenile (children's & teen) print, 760 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,659 items (44% of the total monthly circulation) in August.*
- *Circulation to residents of Green County not served by a municipal library was 3,631 (49% of the total monthly circulation) in August. Of this total, Town of New Glarus residents checked out 1,915 items (23%), Town of York residents checked out 771 items (9%), and Town of Exeter residents checked out 647 items (8%).*
- *Residents of Dane County not served by a municipal library checked out 463 items in August (5.5% of the library's total circulation for the month).*
- *The Library registered 9 new patrons in August.*
- *4,523 people visited the Library during August.*
- *The Library presented 3 programs in August that were attended by a total of 35 children and adults.*
- *Patrons used 354 sessions on the Library's three public Internet terminals for a total of 166 hours and 22 minutes during August.*
- *690 people visited the Library's website a total of 1,189 times during August with an average of 51 minutes spent on the site.*
- *The annual Friends of the Library Book Sale on Sunday, September 5<sup>th</sup> went extremely well and was the most successful one yet.*
- *The Library has submitted an LSTA grant application to the Wisconsin Department of Public Instruction. If funded, this grant project will allow the Library to work with the New Glarus Historical Society and the Swiss United Church of Christ to digitize a wide range of local history documents and photographs.*
- *The Library recently received several monetary donations in memory of Suzi Janowiak's father, Robert Ericksen and has purchased ten non-fiction titles on art history, pottery, and graphic design in his memory.*

**ADJOURNMENT:** The next meeting of the Library Board of Trustees will be Tuesday, October 12, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT OCTOBER 12, 2010 LIBRARY BOARD MEETING*

**Village of New Glarus  
Minutes of a Special Meeting of the Library Board of Trustees  
New Glarus Public Library  
Wednesday, August 25, 2010**

President Faun Phillipson called the meeting to order at 5:30 p.m. Trustees present (in addition to Phillipson) were: Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright.

**APPROVAL OF AGENDA:** The agenda was approved on motion by D. Weber, second by B. Weiss. Motion Carried.

**LIBRARY STAFFING – ADDITION OF A SECOND LIBRARY PAGE I:** A discussion took place concerning library staffing. Director Wright reported that the Library is busier than ever – circulation continues to increase each year as well as patron visits to the Library. The addition of a second Library Page I position would allow the Library staff to maintain its current high level of customer service and would assist in paving the way to eventually expand Library hours. Director Wright reported that there is sufficient money in the Salaries / Benefits line of the 2010 Library Budget to accommodate this additional part-time position. L. Hiland moved to add a second Library Page I position, second by S. Janowiak. Motion Carried.

**ADJOURNMENT:** D. Weber moved to adjourn, second by L. Hiland. Motion Carried.

Next meeting will be September 14, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT SEPTEMBER 14, 2010 LIBRARY BOARD MEETING*

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, August 10, 2010**

President Faun Phillipson called the meeting to order at 4:35 p.m.. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright.

**APPROVAL OF AGENDA:** The agenda was approved on motion by D. Weber, second by W. Duerst. Motion Carried.

**APPROVAL OF MINUTES:** After three minor corrections were suggested, W. Duerst moved to approve the minutes of the July 13, 2010 Library Board meeting, second by B. Weiss. Motion Carried. Director Wright will make the corrections to the Minutes.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the July 27, 2010 Bills totaled \$1,260.96 and the August 10, 2010 Bills totaled \$1,814.21 for a grand total of \$3,075.17. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report. It was noticed that the financial report does not reflect the renewal of the Anchor Bank CD. Director Wright will work with Village Treasurer Lynne Erb to make sure the information is updated.

**2010 LIBRARY BUDGET – 6-MONTH UPDATE:** Director Wright distributed the 6-month update of the Library's 2010 Budget – this document was also e-mailed to the Library Board members shortly after the July 13<sup>th</sup> meeting. After factoring in revenues, the Library's 6-month budget is exactly where it should be.

**2011 LIBRARY BUDGET – PRELIMINARY INFORMATION:** Director Wright shared anticipated revenue amounts for the 2011 Library Budget – these will help to establish a framework for the 2011 expenditures. A complete 2011 Budget will be presented at the September Library Board meeting.

**LIBRARY EXPANSION EFFORTS:** A discussion of the Library Expansion efforts relating to recent meetings with the Village Board and Village / Town Joint Negotiation Committee took place. There will be a tour of the Rosemary Garfoot Public Library in Cross Plains for any interested member of the Village Board, Town Board, Library Board, or Library staff.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at the Library) for July was 8,930. So far this year Circulation is up 4.3% from this time in 2009.*

- *Circulation by format. Of the 8,930 items checked out during July, 2,409 were adult print (books & magazines), 3,297 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,907 were juvenile (children's & teen) print, 699 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,817 items (43% of the total monthly circulation) in July.*
- *Circulation to residents of Green County not served by a municipal library was 4,102 (46% of the total monthly circulation) in July. Of this total, Town of New Glarus residents checked out 2,126 items (24%), Town of York residents checked out 891 items (10%), and Town of Exeter residents checked out 812 items (9%).*
- *Residents of Dane County not served by a municipal library checked out 528 items in July (6% of the library's total circulation for the month).*
- *The Library registered 8 new patrons in July.*
- *4,693 people visited the Library during July.*
- *The Library presented 7 programs in July that were attended by a total of 210 children and adults.*
- *Patrons used 373 sessions on the Library's three public Internet terminals for a total of 167 hours and 51 minutes during July.*
- *There were 1,147 visits to the Library's website during July with an average time of 47 minutes spent.*
- *The Library's summer reading programs finished on August 7<sup>th</sup>. Final registration numbers are: 55 children for the preschool "Lily Pad Pals", 70 children for the school-age "Make a Splash – READ!", and 38 teens for "Make Waves". Final times spent reading will be calculated soon and a thank-you will run in the Post Messenger Recorder later this month.*
- *The Library received 16 completed applications for the Library Page I position. Janis and Denise have reviewed the applications and are in the process of interviewing three candidates. They hope to have someone hired and in place the week of August 22<sup>nd</sup>.*

**ADJOURNMENT:** D. Weber moved to adjourn the meeting, second by W. Duerst. Motion Carried. The next meeting of the Library Board of Trustees will be Tuesday, September 14, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT SEPTEMBER 14, 2010 LIBRARY BOARD MEETING*

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library**

**Tuesday, July 13, 2010 – 4:30 p.m.**

President Faun Phillipson called the meeting to order at 4:30 p.m.. Trustees present (in addition to Phillipson) were: Wayne Duerst, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright.

**APPROVAL OF AGENDA:** The agenda was altered by the addition of two items: Hiring a Library Page I and Library Personnel Handbook Update. The revised agenda was approved on motion by D. Weber, second by B. Weiss. Motion Carried.

**APPROVAL OF MINUTES:** W. Duerst moved to approve the minutes of the June 8, 2010 Library Board meeting, second by D. Weber. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the June 29, 2010 Bills totaled \$4,870.16 and the July 13, 2010 Bills totaled \$833.76 for a grand total of \$5,703.92. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report.

**2010 LIBRARY BUDGET – 6-MONTH UPDATE:** The 2010 6-month update on the Library Budget is not completed for this meeting – Director Wright will complete it this week and e-mail it to the Library Board members. It will also be an agenda item at the August Library Board meeting.

**SCLS ADDENDUM TO ILS AGREEMENT:** The SCLS Addendum to the ILS Agreement was approved on motion by W. Duerst, second by B. Weiss. Motion Carried. This basically covers the agreement to pay the shared LINKcat costs which will be equivalent to 2010.

**LIBRARY EXPANSION EFFORTS:** Concerning library expansion efforts, the topics of a Joint Library and Expenses for an Expanded Library will be on the agenda for the August 3<sup>rd</sup> Village Hall meeting. The Library Board will attend the Village / Town Joint Negotiation Committee meeting on August 10<sup>th</sup> (the actual date of this meeting was August 5<sup>th</sup>). Library Director Wright distributed an overview of the area library building projects in our South Central Library System that includes information on service population, hours of service, FTE staffing, and utility costs. This document will be shared with the Village Board.

**HIRING A LIBRARY PAGE I:** Natalie Morgan's last day will be Friday, August 20<sup>th</sup>, so the Library will be advertising for a Library Page I position. Director Wright distributed a draft of the job ad – it will run in the *Post Messenger Recorder* during the weeks of July 18<sup>th</sup> and July 25<sup>th</sup>. W. Duerst moved to approve the action, second by D. Weber. Motion Carried.

**UPDATE – LIBRARY’S PERSONNEL HANDBOOK:** The committee working on updating the Library’s personnel handbook will report to the Board during the September meeting, due to summer vacations and schedules of the committee members.

**DIRECTOR’S REPORT:** Director Wright distributed her Director’s Report:

- *Circulation (items checked out at the Library) for June was 8,138. So far this year Circulation is up 5% from this time in 2009.*
- *Circulation by format. Of the 8,138 items checked out during June, 2,278 were adult print (books & magazines), 2,689 were adult non-print (audio books, CDs, software, VHS & DVDs), 2,214 were juvenile (children’s & teen) print, 800 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,637 items (45% of the total monthly circulation) in June.*
- *Circulation to residents of Green County not served by a municipal library was 3,403 (42% of the total monthly circulation) in June. Of this total, Town of New Glarus residents checked out 1,874 items (23%), Town of York residents checked out 722 items (9%), and Town of Exeter residents checked out 540 items (7%).*
- *Residents of Dane County not served by a municipal library checked out 715 items in June (9% of the library’s total circulation for the month).*
- *The Library registered 20 new patrons in June.*
- *4,814 people visited the Library during June – visits to the Library have increased by nearly 2% over last year at this time.*
- *The Library presented 6 programs in June that were attended by a total of 327 children and adults.*
- *Patrons used 366 sessions on the Library’s three public Internet terminals for a total of 174 hours and 34 minutes during June.*
- *There were 1,094 visits to the Library’s website during June with an average time of 43 minutes spent.*
- *The six-month statistics are now available from South Central Library System for online database use. So far this year, use has dramatically increased for Chilton Library and Learning Express Library (two databases that the Library pays a consortia price for). Beginning July 1<sup>st</sup> the Library began offering unlimited access (in-library and remotely) to the full online version of Consumer Reports.*
- *Registration for the Library’s three summer reading programs is through the roof! With two more weeks yet to register, 54 children are in the preschool “Lilypad Pals” program, 70 children are in the school-age “Make a Splash – READ!” program, and 36 teens are in the “Make Waves” program.*

**ADJOURNMENT:** B. Weiss moved to adjourn the meeting, second by D. Weber. Motion Carried. The next meeting of the Library Board of Trustees will be Tuesday, August 10, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT AUGUST 10, 2010 LIBRARY BOARD MEETING*

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, June 8, 2010 – 4:30 p.m.**

President Faun Phillipson called the meeting to order. Trustees present (in addition to Phillipson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, Jane Martinson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright.

**APPROVAL OF AGENDA:** The agenda was approved on motion by D. Weber, second by B. Weiss. Motion Carried.

**APPROVAL OF MINUTES:** An error was noted in the draft minutes from the May 11, 2010 Library Board meeting – W. Duerst was not in attendance. Mention of him attending the meeting will be deleted. W. Duerst moved to approve the corrected minutes of the May 11, 2010 Library Board meeting, second by D. Weber. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the May 25, 2010 Bills totaled \$5,520.46 and the June 8, 2010 Bills totaled \$2,122.53 for a grand total of \$7,642.99. The May 25<sup>th</sup> Bills include the cost of replacing four Library computers and the June 8<sup>th</sup> Bills include honoraria for three summer reading performers. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report. A CD will be maturing in June and will be renewed.

**LIBRARY EXPANSION EFFORTS:** There was much discussion concerning library expansion efforts. Following the discussion, it was agreed upon that the Library Board should meet with the Village Board and then with the Village / Town Joint Negotiation Committee to discuss the issue of a joint library. President Phillipson will contact Village President, Jim Salter to arrange a meeting. Director Wright has created a document that provides an overview of Joint Public Library issues and – as instructed by the Library Board - will share it with members of the Village and Town Boards as well as members of the Village / Town Joint Negotiation Committee.

**UPDATE – LIBRARY'S PERSONNEL HANDBOOK:** A task force comprised of F. Phillipson, L. Hiland, and Director Wright volunteered to examine the Library's Personnel Handbook in order to make sure that it addresses all necessary situations. They will provide an update for the July meeting of the Library Board.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at the Library) for May was 6,375. So far this year Circulation is up 6.3% from this time in 2009.*

- *Circulation by format. Of the 6,375 items checked out during May, 1,959 were adult print (books & magazines), 2,347 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,328 were juvenile (children's & teen) print, 628 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 2,927 items (46% of the total monthly circulation) in May.*
- *Circulation to residents of Green County not served by a municipal library was 2,656 (42% of the total monthly circulation) in May. Of this total, Town of New Glarus residents checked out 1,550 items (24%), Town of York residents checked out 524 items (8%), and Town of Exeter residents checked out 323 items (5%).*
- *Residents of Dane County not served by a municipal library checked out 411 items in May (6% of the library's total circulation for the month).*
- *The Library registered 14 new patrons in May.*
- *3,685 people visited the Library during May – visits to the Library have increased by nearly 2% over last year at this time.*
- *The Library presented 6 programs in May that were attended by a total of 97 children and adults.*
- *Patrons used 329 sessions on the Library's three public Internet terminals for a total of 153 hours and 53 minutes during May.*
- *There were 981 visits to the Library's website during May with an average time of 57 minutes spent.*
- *This summer the Library will be offering three separate reading programs: "Lilypad Pals" for preschoolers, "Make a Splash – READ!" for grade-school age children, and "Make Waves" for teens. Thanks to Monica Millen, Margot Eastham, Jamie Doeseckle & Tom O'Brien of the New Glarus School District for their help promoting the summer programs.*
- *The installation of the four new computers went smoothly on June 3<sup>rd</sup>. SCLS staff will be back in several weeks to swap out the reconfigured former staff terminals for use as public computers. The transition to Office 2007 for these public terminals will take place later this summer and will allow full word processing capability in addition to Internet.*

**ADJOURNMENT:** W. Duerst moved to adjourn the meeting, second by D. Weber. Motion Carried. The next meeting of the Library Board of Trustees will be Tuesday, July 13, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

**MINUTES APPROVED AT JULY 13, 2010 LIBRARY BOARD MEETING**

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, May 11, 2010 – 4:30 p.m.**

Acting President Linda Hiland called the meeting to order at 4:40 p.m. in the Village Hall Board Room. Trustees present (in addition to Hiland) were: Suzi Janowiak, Jane Martinson, Faun Phillipson, and Becky Weiss. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright.

**APPROVAL OF AGENDA:** The agenda was approved on motion by D. Weber, second by S. Janowiak. Motion Carried.

**APPROVAL OF MINUTES:** S. Janowiak moved to approve the minutes of the April 13, 2010 Library Board meeting, second by D. Weber. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the April 26, 2010 Bills totaled \$2,505.30 and the May 11, 2010 Bills totaled \$2,639.31 for a grand total of \$5,144.61. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report.

**LIBRARY BOARD APPOINTMENT:** Director Wright introduced the new trustee, Becky Weiss and welcomed her to the Board. Becky fills the vacancy created by Barb Anderson's retirement from the Library Board.

**ELECTION OF OFFICERS:** The results were:

- S. Janowiak nominated F. Phillipson for President, second by J. Martinson. Motion Carried.
- F. Phillipson nominated L. Hiland for Vice President, second by S. Janowiak. Motion Carried.
- F. Phillipson nominated J. Martinson for Secretary, second by S. Janowiak. Motion Carried.
- D. Weber nominated W. Duerst for Treasurer, second by F. Phillipson. Motion Carried.

Director Wright distributed the updated Village Board contact list; she will create an updated Library Board contact list after today's elections.

**STAFFING FOR SUMMER – FILL-IN LIBRARY PAGES:** Director Wright announced that former pages Kristin Riniker and Katy Yaun are willing to work at the Library this summer on an as-needed basis as their schedules allow. They would be paid the rate of the Senior Page, which is currently \$7.57 per hour. Approved on motion by D. Weber, second by S. Janowiak. Motion Carried.

**LIBRARY EXPANSION EFFORTS:** Concerning the library expansion efforts, it was suggested the Library Board, Village Board and Town Board hold a joint meeting to

clarify intentions / obligations / approach to the project from all sides. Any Library Board members who are available will plan to attend the next Village / Town Joint Negotiation Committee meeting.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at the Library) for April was 7,082. So far this year Circulation is up nearly 8% from this time in 2009.*
- *Circulation by format. Of the 7,082 items checked out in April, 2,161 were adult print (books & magazines), 2,604 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,520 were juvenile (children's & teen) print, 665 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,501 items (49% of the total monthly circulation) in April.*
- *Circulation to residents of Green County not served by a municipal library was 2,767 (39% of the total monthly circulation) in April. Of this total, Town of New Glarus residents checked out 1,311 items (18.5%), Town of York residents checked out 805 items (11%), and Town of Exeter residents checked out 433 items (6%).*
- *Residents of Dane County not served by a municipal library checked out 453 items in April (6% of the library's total circulation for the month).*
- *The Library registered 16 new patrons in April.*
- *3,857 people visited the Library during April – a 3% increase over last year at this time.*
- *The Library presented 7 programs in April that were attended by a total of 116 children and adults.*
- *Patrons used 328 sessions on the Library's three public Internet terminals for a total of 155 hours and 22 minutes during April.*
- *There were 580 visits to the Library's website during April with an average time of 37 minutes spent.*
- *The Staff Training Day on Friday, May 7<sup>th</sup> was a huge success! The staff spent over two hours in hands-on training with Overdrive (downloadable audio books) and also worked on several shifting projects.*

**ADJOURNMENT:** The next meeting of the Library Board of Trustees will be Tuesday, June 8, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

**MINUTES APPROVED AT JUNE 8, 2010 LIBRARY BOARD MEETING**

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, April 13, 2010 – 4:30 p.m.**

President Barb Anderson called the meeting to order at 4:30 p.m. in the Village Hall Board Room. Trustees present (in addition to Anderson) were: Wayne Duerst, Linda Hiland, Suzi Janowiak, and Faun Phillipson. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright.

Because it was retiring President Barb Anderson's last meeting, Board members presented her with a thank-you card and gift.

**APPROVAL OF AGENDA:** There is still one vacancy on the Library Board, so it was decided to move the agenda item, "Election of Officers" to the May Library Board Agenda. May is normally the month when the election of officers takes place and the Board is confident that someone will be appointed by the May meeting. D. Weber moved to approve the revised agenda, second by W. Duerst. Motion Carried.

**APPROVAL OF MINUTES:** W. Duerst moved to approve the minutes of the March 9, 2010 Library Board meeting, second by L. Hiland. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the March 29, 2010 Bills totaled \$6,550.25 and the April 13, 2010 Bills totaled \$2,492.40 for a grand total of \$9,042.65. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report.

**LIBRARY BOARD APPOINTMENTS:** Board members and Library staff have given Village President Jim Salter suggestions for a new Board member – he is in the process of contacting potential members. Suzi Janowiak has been officially appointed by the Village Board to replace Ellen Caskey on the Library Board.

**LIBRARY EXPANSION EFFORTS:** Concerning the library expansion efforts, the Library Board has been invited to attend the Annual Meeting of the Town of New Glarus later this evening.

**LIBRARY HOURS – 4<sup>TH</sup> OF JULY HOLIDAY:** Director Wright explained that the Village Hall will be closed on Monday, July 5<sup>th</sup> in observance of the 4<sup>th</sup> of July holiday. Because of vacation days requested by Library staff, Director Wright is requesting that the Library close on Saturday, July 3<sup>rd</sup>. W. Duerst moved to approve the Library being closed both Saturday and Monday in observance of the 4<sup>th</sup> of July holiday, second by S. Janowiak. Motion Carried.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Circulation (items checked out at the Library) for March was 8,401. So far this year Circulation is up over 8% from this time in 2009.*

- *Circulation by format. Of the 8,401 items checked out in March, 2,119 were adult print (books & magazines), 3,398 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,523 were juvenile (children's & teen) print, 830 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,694 items (44% of the total monthly circulation) in March.*
- *Circulation to residents of Green County not served by a municipal library was 3,684 (44% of the total monthly circulation) in March. Of this total, Town of New Glarus residents checked out 2,172 items (26%), Town of York residents checked out 878 items (10%), and Town of Exeter residents checked out 382 items (4.5%).*
- *Residents of Dane County not served by a municipal library checked out 602 items in March (7% of the library's total circulation for the month).*
- *The Library registered 17 new patrons in March.*
- *4,261 people visited the Library during March – this is a 4% increase over last year at this time.*
- *The Library presented 8 programs in March that were attended by a total of 166 children and adults. 55 people attended the March 22<sup>nd</sup> "Raising Chickens" program.*
- *Patrons used 318 sessions on the Library's three public Internet terminals for a total of 140 hours and 53 minutes during March.*
- *There were 1,034 visits to the Library's website during March with an average time of 49 minutes spent. Thanks to Assistant Director, Janis Merkle for keeping the website current.*
- *The Library's Facebook page currently has 84 fans. Thanks to Children's Librarian, Ignacia Boersma for overseeing the Facebook page.*
- *The German language children's books that are part of the New Glarus Community Foundation grant project have been received. Cataloging will begin shortly. Thanks to Library Assistant, Marilyn Christensen for her assistance in identifying titles for purchase.*

**ADJOURNMENT:** D. Weber moved to adjourn the meeting at 5:20 p.m., second by F. Phillipson. Motion Carried. The next meeting will be Tuesday, May 11, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Barb Anderson, Library Board President*

**MINUTES APPROVED AT MAY 11, 2010 LIBRARY BOARD MEETING**

**Village of New Glarus**

**Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, March 9, 2010 – 4:30 p.m.**

President Barb Anderson called the meeting to order at 4:30 p.m. in the Village Hall Board Room. Trustees present (in addition to Anderson) were: Wayne Duerst, Linda Hiland, Jane Martinson, and Faun Phillipson. Also in attendance were Village Board Liaison Darrel Weber, Suzi Janowiak (who has been nominated to join the Library Board as a Trustee), and Library Director Denise Anton Wright

**APPROVAL OF AGENDA:** D. Weber moved to approve the revised agenda, second by L. Hiland. Motion Carried.

**APPROVAL OF MINUTES:** W. Duerst moved to approve the minutes of the February 9, 2010 Library Board meeting, second by L. Hiland. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented two sets of Bills for approval: the February 24, 2010 Bills totaled \$5,960.12 and the March 9, 2010 Bills totaled \$1,696.78 for a grand total of \$7,656.90. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report.

**LIBRARY BOARD RETIREMENT:** President Barb Anderson – who has served on the Library Board for 31 years – announced that she will not seek re-appointment to the Library Board when her current term in up in April of 2010. She will be working with Village Board President Jim Salter to find a replacement.

**UPDATE – 2010 & 2011 COUNTY REIMBURSEMENTS:** Director Wright distributed a chart showing Library circulation to and reimbursements from Green, Dane, Iowa, and Lafayette counties for the years of 2008, 2009, 2010 and 2011 (projected). Director Wright has already submitted the necessary paperwork to Dane County for reimbursement in 2011; she will be submitting the necessary paperwork to Iowa and Lafayette counties during April. The deadline for submitting reimbursement requests to adjoining counties is July 1<sup>st</sup>.

**APPROVAL OF LIBRARY'S STRATEGIC PLAN, 2010-2013:** The finalized version of the Library's Strategic Plan, 2010 -2013, was discussed. It was approved on motion by W. Duerst, second by L. Hiland. Motion Carried. Director Wright will send this final version to Deb Haeffner for layout and printing.

**LIBRARY EXPANSION EFFORTS:** Concerning the library expansion efforts, the Library Board has been invited to attend a meeting of the Village of New Glarus / Town of New Glarus Joint Negotiation Committee on March 24th at 6:00 p.m. in the New Glarus Town offices.

**DIRECTOR'S REPORT:** Director Wright distributed her Director's Report:

- *Wright distributed copies of the Library's 2009 Public Library Annual Report to the members of the Library Board.*
- *Circulation (items checked out at the Library) for February was 7,071. So far this year Circulation is up over 5% from this time in 2009.*
- *Circulation by format. Of the 7,071 items checked out in February, 1,887 were adult print (books & magazines), 2,709 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,415 were juvenile (children's & teen) print, 654 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,287 items (46% of the total monthly circulation) in February.*
- *Circulation to residents of Green County not served by a municipal library was 2,900 (41% of the total monthly circulation) in February. Of this total, Town of New Glarus residents checked out 1,506 items (21%), Town of York residents checked out 823 items (12%), and Town of Exeter residents checked out 368 items (5%).*
- *Residents of Dane County not served by a municipal library checked out 488 items in February (7% of the library's total circulation for the month).*
- *The Library registered 7 new patrons in February.*
- *3,537 people visited the Library during February.*
- *The Library presented 7 programs in February that were attended by a total of 130 children and adults.*
- *During February the Library's three public Internet terminals were used a total of 292 sessions for a total of 145 hours and 2 minutes.*
- *A new statistic that Director Wright will be including in her monthly reports is usage of the Library's website. During February there were 1,006 visits to the site; the average time spent in the site was 55 minutes.*
- *The Library received a donation from the New Glarus Lions Club to purchase circulating magnification devices and other low vision aids for the Library's collection.*
- *The Library is sponsoring a panel presentation on "Raising Chickens" on Monday, March 22<sup>nd</sup> at 7:00 p.m. in the Village Hall Community Room.*
- *Director Wright requested that the Library close on Friday, May 8, 2010 for a Staff Training Day. Training will include hands-on experience with Overdrive and other online resources. Motion by D. Weber, second by W. Duerst. Motion Carried.*

**ADJOURNMENT:** The next meeting will be Tuesday, April 13, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,  
Jane Martinson, Secretary*

*MINUTES APPROVED AT THE APRIL 13, 2010 LIBRARY BOARD MEETING*

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library**

**Tuesday, February 9, 2010 – 4:30 p.m.**

President Barb Anderson called the meeting to order at 4:30 p.m. in the Village Hall Board Room. Trustees present (in addition to Anderson) were: Ellen Caskey, Wayne Duerst, Linda Hiland, and Faun Phillipson. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright

**APPROVAL OF AGENDA:** One item was added to the Library Board Agenda: Library Board Resignation. D. Weber moved to approve the revised agenda, second by L. Hiland. Motion Carried.

**APPROVAL OF MINUTES:** L. Hiland moved to approve the minutes of the January 12, 2010 Library Board meeting, second by D. Weber. Motion Carried.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented three sets of Bills for approval: the January 12, 2010 Bills totaled \$3,228.36, the January 26, 2010 Bills totaled \$1,663.79, and the February 9, 2010 Bills totaled \$20,318.95 for a grand total of \$25,211.10. The Bills were initiated by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report.

**LIBRARY BOARD RESIGNATION:** Ellen Caskey has – with great reluctance - submitted her resignation from the Library Board. Ellen's schedule is simply too full at the moment. Library Board President Barb Anderson will work with Village Board President, Jim Salter on a replacement for Ellen.

**LIBRARY EXPANSION EFFORTS:** Concerning library expansion efforts, the members of the Library Board have been invited to attend the Town of New Glarus Board meeting at 6:30 p.m. on February 9<sup>th</sup> to discuss the feasibility study of the Old Town Hall site. Director Wright made sure that all Library Board members had a copy of the two-page Library update she prepared for the Town Board. President Anderson mentioned the existence of grants from the USDA for public building projects. Director Wright will look into these grants and report back to the Library Board at their March meeting.

**UPDATE – STRATEGIC PLANNING FOR RESULT:** Director Wright shared a draft of the Library's Strategic Plan for 2010 - 2013. Cheryl Becker, the facilitator for the planning process, has not yet reviewed this version, so the Strategic Plan will come back to the Library Board at their March meeting for final approval.

**LIBRARY DIRECTOR'S GOALS FOR 2010:** Director Wright distributed and discussed her 2010 goals.

**DIRECTOR'S REPORT:** Director Wright distributed her report:

- As of January 4, 2010 there are 1,136 active patrons in LINKcat who live in the Village of New Glarus (59% of the Village's 2,111 residents) and 610 active patrons who live in the Town of New Glarus (54% of the town's 1,136 residents). LINK patron records are purged if there is no activity within two years.
- Circulation (items checked out at the Library) for January was 6,984.
- Circulation by format. Of the 6,984 items checked out in January, 1,960 were adult print (books & magazines), 2,863 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,474 were juvenile (children's & teen) print, 583 were juvenile non-print, and the rest were generic or miscellaneous formats.
- Residents of the Village of New Glarus checked out 3,230 items (46% of the total monthly circulation) in January.
- Circulation to residents of Green County not served by a municipal library was 2,849 (41% of the total monthly circulation) in January. Of this total, Town of New Glarus residents checked out 1,384 items (20%), Town of York residents checked out 874 items (12.5%), and Town of Exeter residents checked out 369 items (5%).
- Residents of Dane County not served by a municipal library checked out 568 items in January (8% of the library's total circulation for the month).
- The Library registered 7 new patrons in January.
- 3,623 people visited the Library during January.
- The Library presented 6 programs in January that were attended by a total of 98 children and adults.
- During January the Library's three public Internet terminals were used 304 sessions for a total of 146 hours and 18 minutes.
- Director Wright shared statistics relating to 2009 online database usage at the New Glarus Public Library. The top database for in-library use was WorldCat (world-wide library catalog) the top one for remote use was HeritageQuest (genealogy).
- The Library received a donation from the Wal-mart Foundation, recognizing the volunteer hours of MaryEllen Broge. These funds will be used to purchase adult music CDs for the Library's collection.
- Responding to requests from numerous patrons, the New Glarus Public Library has purchased a small collection of Blu-ray DVDs. These will be cataloged and available to be checked out shortly.

**ADJOURNMENT:** The next meeting will be Tuesday, March 9, 2010 at 4:30 p.m. in the Village Hall Board Room.

*Respectfully Submitted,*  
Barb Anderson, Library Board President

MINUTES APPROVED AT THE MARCH 9, 2010 LIBRARY BOARD MEETI  
**Village of New Glarus**  
**Minutes of the Library Board of Trustees**

**New Glarus Public Library**  
**Tuesday, January 12, 2010 – 4:30 p.m.**

President Barb Anderson called the meeting to order at 4:30 p.m. in the Village Hall Board Room. Trustees present (in addition to Anderson) were: Ellen Caskey, Linda Hiland, Jane Martinson, and Faun Phillipson. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright

**APPROVAL OF AGENDA:** F. Phillipson moved to approve the agenda, second by D. Weber. Motion Carried.

**APPROVAL OF MINUTES:** After a request to correct the spelling of “Conzemius”, L. Hiland moved to approve the minutes of the November 10, 2009 Library Board meeting, second by E. Caskey. Motion Carried. There were no December 2009 minutes due to the cancellation of the meeting because of inclement weather.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented three sets of Bills for approval: the November 23, 2009 Bills totaled \$2,578.28, the December 8, 2009 Bills totaled \$3,300.54, and the December 22, 2009 Bills totaled \$2,500.73 for a grand total of \$8,379.55. The November 23<sup>rd</sup> set of bills included the replacement of the Library’s laptop computer and the December 8<sup>th</sup> set of bills included a set of the 2010 World Book encyclopedias. The Bills were initialed by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report – CDs are due to mature in August and December of 2010.

**UPDATE ON LIBRARY EXPANSION EFFORTS:** Concerning library expansion efforts, the Town of New Glarus conducted a feasibility study on the Old Town Hall site. A meeting of Village, Town and Library officials will be held to discuss the results of the study.

**UPDATE – STRATEGIC PLANNING FOR RESULT:** Director Wright distributed a preliminary draft of the Library’s Strategic Plan. The mission statement, service responses, and goals are finalized. Library staff and the Director are still finalizing the objectives. It is hoped that Director Wright can present a final draft at the February Library Board meeting.

**REVISIONS TO THE LIBRARY’S CIRCULATION POLICY:** Director Wright presented a revised Circulation Policy for approval. Updates include minor wording changes (for example, the state now refers to Interlibrary Loan as Outer Library Loan). A substantive change in the policy is to require parents or legal guardians who are applying for a library card for a child to have a library card in good standing (unresolved charges under the \$10 LINK suspension limit). D. Weber moved to approve the revised Circulation Policy, second by E. Caskey. Motion Carried.

**TASK FORCE TO UPDATE LIBRARY'S PERSONNEL MANUAL:** Director Wright has requested that a small task force be created to assist in the revising of the Library's Personnel Manual. L. Hiland, F. Phillipson, and Director Wright will comprise the task force and will report back to the Library Board no later than the June 2010 meeting.

**LIBRARY DIRECTOR'S REVIEW OF GOALS 2009 & 2010:** Director Wright distributed and discussed her 2009 goals. Her 2010 goals will be presented at the February 2010 meeting.

**DIRECTOR'S REPORT:** *Director Wright distributed her report:*

- *As of January 2, 2009 there are 1,129 active patrons in LINKcat who live in the Village of New Glarus (53% of the Village's 2,111 residents) and 614 active patrons who live in the Town of New Glarus (54% of the town's 1,136 residents). LINK patron records are purged if there is no activity within two years.*
- *Circulation (items checked out at the Library) for November was 6,393 and 6,850 for December. The 2009 Circulation total is 85,692 (a 6.47% increase from 2008).*
- *Circulation by format. Of the 6,393 items from November, 1,747 were adult print (books & magazines), 2,466 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,523 were juvenile (children's & teen) print, 593 were juvenile non-print, and the rest were generic or miscellaneous formats. Of the 6,850 items from December, 1,874 were adult print (books & magazines), 2,782 were adult non-print (audiobooks, CDs, software, VHS & DVDs), 1,409 were juvenile (children's & teen) print, 655 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,240 items (50% of the total circulation) in November and 3,056 items (45%) in December.*
- *Circulation to residents of Green County not served by a municipal library was 2,430 (38% of the total circulation) in November and 2,886 (42%) in December. Of this total, Town of New Glarus residents checked out 1,411 items (22%) in November and 1,459 items (23%) in December, Town of York residents checked out 523 items (8%) in November and 670 items (10%) in December, Town of Exeter residents checked out 280 items (4%) in November and 440 items (6%) in December.*
- *Residents of Dane County not served by a municipal library checked out 442 items in November (7% of the total circulation for the month) and 516 items (7.5%) in December.*
- *The Library registered 15 new patrons in November and 12 in December. The 2009 total of new patrons registered in LINKcat is 192, a 13% increase over 2008.*
- *3,459 people visited the Library during November and 3,287 people in December. The 2009 patron count total is 48,102, a 4.3% increase over 2008.*
- *The Library presented 6 program in November and 5 programs in December that were attended by a total of 83 (Nov.) and 76 (Dec.) children and adults. For 2009 the Library presented 88 programs for a total of 1,741 children and adults.*
- *During 2009 the Library's three public Internet terminals were used a total of 4,448 sessions (over 2,130 hours).*

- *The New Glarus School District is doing a first-ever “Battle of the Books” this winter with three grade levels involved: Grades 4, 5 & 6<sup>th</sup>, Middle School, and High School. The Library is supporting this worthwhile project by making copies of the brochures available and creating a display of the Library’s “Battle of the Books” titles.*
- *Once again this year the Library is making print copies of federal and state tax forms available in the lobby of the Village Hall. If patrons cannot find the form they need, Library staff will be happy to print a copy from the Internet (IRS or Wisconsin Department of Revenue sites) free of charge.*
- *The Library received a 2009 New Glarus Community Foundation grant to purchase German language children’s materials (emphasis on preschool to age 8) for the collection.*
- *The Library is participating in the LSTA “At Risk Teens” grant project that the South Central Library System is coordinating this year. So far plans include speakers / presentations to address topics of concern to those raising teens, plus purchasing resources on the topic to the collection*

**ADJOURNMENT:** The next meeting will be Tuesday, February, 2010 at 4:30 p.m. in the Village Hall Board Room. L. Hiland moved to adjourn, second by D. Weber. Motion Carried.

*Respectfully Submitted,  
Jane C. Martinson, Secretary*

**Village of New Glarus  
Minutes of the Library Board of Trustees  
New Glarus Public Library  
Tuesday, January 12, 2010 – 4:30 p.m.**

President Barb Anderson called the meeting to order at 4:30 p.m. in the Village Hall Board Room. Trustees present (in addition to Anderson) were: Ellen Caskey, Linda Hiland, Jane Martinson, and Faun Phillipson. Also in attendance were Village Board Liaison Darrel Weber and Library Director Denise Anton Wright

**APPROVAL OF AGENDA:** F. Phillipson moved to approve the agenda, second by D. Weber. Motion Carried.

**APPROVAL OF MINUTES:** After a request to correct the spelling of “Conzemius”, L. Hiland moved to approve the minutes of the November 10, 2009 Library Board meeting, second by E. Caskey. Motion Carried. There were no December 2009 minutes due to the cancellation of the meeting because of inclement weather.

**PRESENTATION OF BILLS / FINANCIAL REPORT:** Director Wright presented three sets of Bills for approval: the November 23, 2009 Bills totaled \$2,578.28, the December 8, 2009 Bills totaled \$3,300.54, and the December 22, 2009 Bills totaled \$2,500.73 for a

grand total of \$8,379.55. The November 23<sup>rd</sup> set of bills included the replacement of the Library's laptop computer and the December 8<sup>th</sup> set of bills included a set of the 2010 World Book encyclopedias. The Bills were initiated by the Library Board members to show approval for payment. Director Wright also distributed the monthly financial report – CDs are due to mature in August and December of 2010.

**UPDATE ON LIBRARY EXPANSION EFFORTS:** Concerning library expansion efforts, the Town of New Glarus conducted a feasibility study on the Old Town Hall site. A meeting of Village, Town and Library officials will be held to discuss the results of the study.

**UPDATE – STRATEGIC PLANNING FOR RESULT:** Director Wright distributed a preliminary draft of the Library's Strategic Plan. The mission statement, service responses, and goals are finalized. Library staff and the Director are still finalizing the objectives. It is hoped that Director Wright can present a final draft at the February Library Board meeting.

**REVISIONS TO THE LIBRARY'S CIRCULATION POLICY:** Director Wright presented a revised Circulation Policy for approval. Updates include minor wording changes (for example, the state now refers to Interlibrary Loan as Outer Library Loan). A substantive change in the policy is to require parents or legal guardians who are applying for a library card for a child to have a library card in good standing (unresolved charges under the \$10 LINK suspension limit). D. Weber moved to approve the revised Circulation Policy, second by E. Caskey. Motion Carried.

**TASK FORCE TO UPDATE LIBRARY'S PERSONNEL MANUAL:** Director Wright has requested that a small task force be created to assist in the revising of the Library's Personnel Manual. L. Hiland, F. Phillipson, and Director Wright will comprise the task force and will report back to the Library Board no later than the June 2010 meeting.

**LIBRARY DIRECTOR'S REVIEW OF GOALS 2009 & 2010:** Director Wright distributed and discussed her 2009 goals. Her 2010 goals will be presented at the February 2010 meeting.

**DIRECTOR'S REPORT:** *Director Wright distributed her report:*

- *As of January 2, 2009 there are 1,129 active patrons in LINKcat who live in the Village of New Glarus (53% of the Village's 2,111 residents) and 614 active patrons who live in the Town of New Glarus (54% of the town's 1,136 residents). LINK patron records are purged if there is no activity within two years.*
- *Circulation (items checked out at the Library) for November was 6,393 and 6,850 for December. The 2009 Circulation total is 85,692 (a 6.47% increase from 2008).*
- *Circulation by format. Of the 6,393 items from November, 1,747 were adult print (books & magazines), 2,466 were adult non-print (audio books, CDs, software, VHS & DVDs), 1,523 were juvenile (children's & teen) print, 593 were juvenile non-print, and the rest were generic or miscellaneous formats. Of the 6,850 items from December, 1,874 were adult print (books & magazines), 2,782 were adult non-print (audiobooks, CDs, software, VHS & DVDs), 1,409 were juvenile (children's & teen) print, 655 were juvenile non-print, and the rest were generic or miscellaneous formats.*
- *Residents of the Village of New Glarus checked out 3,240 items (50% of the total circulation) in November and 3,056 items (45%) in December.*
- *Circulation to residents of Green County not served by a municipal library was 2,430 (38% of the total circulation) in November and 2,886 (42%) in December. Of this total, Town of New Glarus residents checked out 1,411 items (22%) in November and 1,459 items (23%) in December, Town of York residents checked out 523 items (8%) in November and 670 items (10%) in December, Town of Exeter residents checked out 280 items (4%) in November and 440 items (6%) in December.*
- *Residents of Dane County not served by a municipal library checked out 442 items in November (7% of the total circulation for the month) and 516 items (7.5%) in December.*
- *The Library registered 15 new patrons in November and 12 in December. The 2009 total of new patrons registered in LINKcat is 192, a 13% increase over 2008.*
- *3,459 people visited the Library during November and 3,287 people in December. The 2009 patron count total is 48,102, a 4.3% increase over 2008.*
- *The Library presented 6 program in November and 5 programs in December that were attended by a total of 83 (Nov.) and 76 (Dec.) children and adults. For 2009 the Library presented 88 programs for a total of 1,741 children and adults.*
- *During 2009 the Library's three public Internet terminals were used a total of 4,448 sessions (over 2,130 hours).*

- *The New Glarus School District is doing a first-ever “Battle of the Books” this winter with three grade levels involved: Grades 4, 5 & 6<sup>th</sup>, Middle School, and High School. The Library is supporting this worthwhile project by making copies of the brochures available and creating a display of the Library’s “Battle of the Books” titles.*
- *Once again this year the Library is making print copies of federal and state tax forms available in the lobby of the Village Hall. If patrons cannot find the form they need, Library staff will be happy to print a copy from the Internet (IRS or Wisconsin Department of Revenue sites) free of charge.*
- *The Library received a 2009 New Glarus Community Foundation grant to purchase German language children’s materials (emphasis on preschool to age 8) for the collection.*
- *The Library is participating in the LSTA “At Risk Teens” grant project that the South Central Library System is coordinating this year. So far plans include speakers / presentations to address topics of concern to those raising teens, plus purchasing resources on the topic to the collection*

**ADJOURNMENT:** The next meeting will be Tuesday, February, 2010 at 4:30 p.m. in the Village Hall Board Room. L. Hiland moved to adjourn, second by D. Weber. Motion Carried.

*Respectfully Submitted,  
Jane C. Martinson, Secretary*

**MINUTES APPROVED AT THE FEBRUARY 9, 2010 LIBRARY BOARD MEETING**