

**VILLAGE OF NEW GLARUS
JOINT MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF
TRUSTEES**

**New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574
May 14, 2025 6:30P.M.**

MINUTES

1. Call to Order: President Daniel Ramirez called the meeting to order at 6:32 P.M. Those present in addition to Ramirez were trustees Joanne Landry, Shelly Truttman, Kelly Ruschman, Beth Blahut and Tiffany Kuenzi; Library Director Amy Trumble.

2. Announcement:

A. The Library Board will convene into closed session called under WI State

Statue 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has

jurisdiction or exercises responsibility. (Deliberating promotion)

3. Approval of Agenda: Ruschman made a motion to approve the agenda. Seconded by Kuenzi. Motion carried.

4. Comments & Questions from the Public: None.

5. New Business:

**A. Discussion and Consideration: IMLS Funding
Changes in funding will not have much impact on the NGPL.**

**B. Discussion and Consideration: Student Trustee
Application/Bylaw**

Truttman made a motion to approve the 2025 NGPL "Student Trustee Position Description" with one edit to the last sentence under "Time Commitment" to read, "May through May." Seconded by Landry. Motion carried. Kuenzi made a motion to approve the "Student Trustee Library Board Member Application" with one edit to the term, "the term will run from May to May." Seconded by Landry. Motion carried. Kuenzi made a motion to edit Article II of the bylaws of the NGPL Board, to read, "There may also be one non-voting high school student trustee member who will be chosen yearly by the Library Board from applications received." Seconded by Ruschman. Motion carried.

The Board would like to fill this position ASAP; students may apply by submitting an application at the library.

**C. Discussion and Consideration: Officer Elections
Landry made a motion to open the floor to nominations. Seconded by Ruschman. Motion carried. For the position of President, Daniel Ramirez is nominated, with no further nominations. For the position of Vice President, Tiffany Kuenzi is nominated, with no further nominations. For the position of Treasurer, Shelly Truttman is nominated, with no further nominations. For the position of Secretary,**

Beth Blahut is nominated, with no further nominations. Ramirez closed nominations. Ramirez opened elections. For the position of President, Daniel Ramirez was elected. For the position of Vice President, Tiffany Kuenzi was elected. For the position of Treasurer, Shelly Truttman was elected. For the position of Secretary, Beth Blahut was elected. Ramirez closed elections. Larry Stuessy was elected in April for another term on Village Board and he will continue as liaison to the library.

**[Village Liaison Larry Stuessy joined the meeting at 6:51 P.M.]
[Assistant Director Erica Loeffelholtz joined the meeting at 7:02 P.M.]**

D. Discussion and Consideration: Donor Letter

The Board discussed final edits of the letter.

E. Discussion and Consideration: Interior finishes

The Board selected these two paint colors: SW 7757, and SW 9585. They selected wallcovering "Meteor" 6427W.

F. Discussion and Consideration: Building Project Updates

Kuenzi made a motion to approve the cost adjustments listed in the Cost Control Log, except not item J2, and requested pricing on the cultured stone and EIFS exterior treatments for comparison.

Seconded by Stuessy. Motion carried.

The board would like to see bids for:

- 2 security cameras (with conduit installed for adding 2 cameras at a later date)**
- 4 security cameras**

The Board also would like to know optimal locations for both camera scenarios.

Trumble has not heard anything from the Schlecht Family Foundation regarding a grant proposal. Staff approves having only one book drop (on the exterior). Bushes on the north edge of the property will have to be replaced because they are not expected to survive the construction process. The Swiss Design Review Committee approved the building design. Waiting to hear back from Coakley Brothers about moving the shelving from Sun Prairie. Lauren Freeman is pursuing easements on the west side of the property. Monitoring is needed for 1-2 feet on the west side. We will need to hire someone to monitor before excavation. To date, we've spent \$854,632.17 on the building project.

6. The Board will Convene into Closed Session: Kuenzi made a motion to convene into closed session. Seconded by Landry. Motion carried.

7. The Board will Convene into Open Session: Ruschman made a motion to convene into open session. Seconded by Stuessy. Motion carried.

**A. Results of Closed Session: Discussion & Consideration:
Deliberating Promotion**

Ruschman made a motion to approve Library Resolution 25-02

LB, appointment of Youth Services Librarian Julie Hawkins. Seconded by Stuessy. Motion carried.

8. Adjournment: Ramirez adjourned the meeting at 8:26 P.M.

**VILLAGE OF NEW GLARUS
JOINT MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF TRUSTEES**

**New Glarus Village Hall – Board Room
319 2nd Street, New Glarus WI 53574
May 7, 2025 4:00P.M.**

MINUTES

- 1. Call to Order: President Daniel Ramirez called the meeting to order at 4:02 P.M. Those present in addition to Ramirez were trustees Joanne Landry, Shelly Truttman, Kelly Ruschman, and Tiffany Kuenzi; Village Liaison Larry Stuessy; Library Director Amy Trumble. Those present via Zoom: Brett Rottinghaus, Evan Corkery, and Jacob Cournoyer of OPN; Brian Theobald of CG Schmidt.**

- 2. Announcement:**

The Library Board will convene into closed session called under WI State Statue 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 sale of property)

- 3. Approval of agenda: Stuessy made a motion to approve the agenda with an adjustment to "New Business" for item 5. d. be discussed before 5.a. Seconded by Ruschman. Motion carried.**

- 4. Comments & Questions from the Public: None.**

- 5. New Business:**

- d. Discussion and Consideration: Building Project Updates**

Brian Theobald shared details about cost saving alternatives for the project. CG Schmidt and OPN are reviewing/validating the proposed changes with the design team. The goal is to bring the costs closer to being within budget.

[Trustee Beth Blahut joined the meeting at 4: 20 P.M.]

CG Schmidt is preparing bid packages. Postings have been sent to grant

administrator for review. Bid package 1 for demo, earthwork, and structure

will go to the paper on May 8th for publishing May 15th and May 22nd.

The Swiss Design Review Committee requested additional Swiss elements to the building design. Rottinghaus shared images of decorative additions to the roofline, as well as the increased overhang. OPN will soon present the design updates to the committee.

[Joanne Landry left the meeting at 5:05 P.M.]

a. **Discussion and Consideration: Moving Company Selection**
The Library received quotes from two moving companies. Blahut made a motion to hire Coakley Brothers to break down and move shelving from Sun Prairie to storage in New Glarus for a total cost of \$8,950. Seconded by Ruschman. Motion carried.

[Shelly Truttman left the meeting at 5:20 P.M.]

b. **Discussion and Consideration: Water Main Rerouting**
As a part of the project, the water main will have to be rerouted. It was determined that the best option from a current and future cost perspective would be to put it under the sidewalk. This change required a revision to the JSD contract, resulting in a \$4,500 addition to their fees. Blahut made a motion to accept the revision to the JSD contract for an additional \$4,500 for water main rerouting. Seconded by Ruschman. Motion carried.

[Tiffany Kuenzi left the meeting at 6:10 P.M.]

c. **Discussion and Consideration: Exterior Finishes**
The Board viewed the exterior materials. Blahut made a motion to select the following EIFS surfaces:
Upper walls: 113 Freestyle; Middle walls; 449 QP. Seconded by Stuessy. Motion carried.

[Tiffany Kuenzi re-joined the meeting via Zoom at 6:27 P.M.]

6. The board will convene into Closed Session:

Ruschman made a motion to convene into closed session at 6:27 P.M. Seconded by Stuessy. Motion carried by unanimous roll-call vote.

7. The board will convene into Open Session:

Stuessy made a motion to convene into open session. Seconded by Ruschman. Motion carried by unanimous roll call vote.

A. **Results of Closed Session: Discussion & Consideration:**
Deliberating
the sale of property:
In session, Stuessy made a motion to list the Hwy 39 property at \$99,500

with realtor Ryan Ziltner. Seconded by Ruschman. Motion carried.

8. Adjournment: Ramirez adjourned the meeting at 6:33 P.M.

**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
April 23, 2025 6:30P.M.**

MINUTES

- 1. Call to Order: President Daniel Ramirez called the meeting to order at 6:31 P.M. Those present in addition to Ramirez were Library Board trustees Beth Blahut, Tiffany Kuenzi, Shelly Truttmann; Village Liaison Larry Stuessy; Library Director Amy Trumble. Also present: Dawn Carney. Absent: trustees Joanne Landry and Kelly Ruschman.**
- 2. Approval of Agenda: Kuenzi made a motion to approve the agenda. Seconded by Truttmann. Motion carried.**
- 3. Comments & Questions from the Public: None.**
- 4. New Business:**

A. Discussion and Consideration: Realtor Interviews
Dustin Laufenberg of MHB Real Estate and Ryan Ziltner of Exit Professional Real Estate answered questions. Blahut made a motion to list the HWY 39 property with Ryan Ziltner of Exit Professional Real Estate. Seconded by Kuenzi. Motion carried.

Kuenzi made a motion to edit the order of the agenda, discussing item

4.C. before item 4.B. Seconded by Stuessy. Motion carried.

C. Discussion and Consideration: North Retaining Wall
Stuessy made a motion to follow the Building Committee's recommendation to agree to the landscape design with a jog in the retaining wall to accommodate for the neighboring homeowners trees. There were 4 yays and 1 nay. Motion carried.

B. Updated Timeline
The Village Swiss Design Review Committee requested more Swiss detailing in the exterior design. OPN will soon offer some options. Shelving move date will be the week of June 9th. One quote is from a state contracted mover and would not require going out for bids. We will publish both Bid Package 1 and Bid Package 2 timelines in the newspaper.

We plan to have a groundbreaking celebration event on Wednesday, May 28th at 6:00 P.M. at the Town Hall before it is demolished in June.

D. Discussion and Consideration: Transfer to Village for Bills Paid
Truttmann made a motion to transfer \$96,543.03 from the Lakeridge account to the Village for construction costs they've

paid out. Seconded by Kuenzi. Motion carried.

E. Discussion and Consideration: Student Trustee

Kuenzi made a motion to move forward with creating a student trustee opportunity, getting approvals prepped for a vote on May 14th. Seconded by Blahut. Motion carried.

F. Appointment of Library Page:

Stuessy made a motion to approve Resolution 25-01 LB, appointment of Library Page, Leah Missing. Seconded by Kuenzi. Motion carried.

5. Bills and Finance Report:

A. Bills were and presented and approved as follows:

March 25, 2025: \$ 543,947.39

April 8, 2025: \$ 92,971.72

B. Financial Statement

5. Director's Report: See attached.

6. Reports / Discussion / Consideration:

A. Administration

a. CFSW Financial Report

B. Communication Team: Blahut will write a press release to announce the groundbreaking event on May 28th.

Truttmann suggested that trustees use their personal social media to communicate updates to the building project.

C. Grants Team: Working on a T-Mobile grant which will require 5 letters of recommendation from the community.

D. Art Team: Working to find artists to make work for the new building and build a vibrant art community in the process.

E. Partnership Team: Cassie Ballweg of Feller Financial will be coming on the 1st Thursday of each month, from 11:00 to noon to assist patrons with financial questions.

F. Village Board Liaison: Village Administrator Lauren Freeman is leaving; her final day will be May 16th.

G. Friends of the Library: Nothing to report.

H. President's Report: Next meeting will be our annual meeting and we will hold elections for various trustee positions.

7. Approval of Minutes:

A. April 9, 2025: Kuenzi made a motion to approve the minutes with minor edits. Seconded by Truttmann. Motion carried.

8. Adjournment: Ramirez adjourned the meeting at 8:31 P.M.

VILLAGE OF NEW GLARUS

JOINT MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF

**TRUSTEES AND THE BUILDING COMMITTEE
New Glarus Village Hall – Board Room**

319 2nd Street, New Glarus WI 53574

April 9, 2025 6:30P.M.

MINUTES

1. Call to Order: President Daniel Ramirez called the meeting to order at 6:30 P.M. Those present in addition to Ramirez were Library Board trustees Beth Blahut, Joanne Landry, Tiffany Kuenzi, Shelly Truttman and Kelly Ruschman; Village Liaison Larry Stuessy; Building Committee member Tim Usher; Library Director Amy Trumble; and Brett Rottinghaus of OPN. Those present via Zoom: Jacob Cournoyer and Lisa Lindley of OPN;
2. Approval of agenda: Kuenzi made a motion to approve the agenda. Seconded by Stuessy. Motion carried.
3. Comments & Questions from the Public: None.
4. New Business:
 - A. Discussion & Consideration: OPN Presentation of Interior Finishes:
The Board was pleased with the materials presented and asked for a few additional options.
 - B. Discussion & Consideration: HWY 39 Property Appraisal & Method of Sale:
Trumble hired Timberline Appraisal to appraise the HWY 39 property. Ruschman made a motion for the Board to solicit 2 realtors to be interviewed at the next meeting. Seconded by Kuenzi. Motion carried. Landry contacted one realtor and Trumble will contact another.
 - C. Discussion & Consideration: Fundraising Team:
Ramirez and Trumble suggested that we form a team to initiate a fundraising plan. Ruschman, Blahut, Truttman and Trumble will meet to discuss fundraising and they'll reach out to CFSW and CG Schmidt for their assistance in creating a strategy. The Board's goal is to build a \$1 M endowment to support operating costs.
 - D. Discussion & Consideration: Transfer of funds from CFSW:
Ruschman made a motion to transfer \$250,000 construction funds from the CFSW Capital account to the Lakeridge account for upcoming library construction costs. Seconded by Kuenzi. Motion carried.
 - E. Discussion & Consideration: Building Project Updates:
Grants team is applying for a grant from the Schlecht Family Foundation to pay for furnishings in the new building. Deb Haeffner of SCLS is assisting with furniture selection and budget. Trumble has two quotes for moving the Sun Prairie shelving and she is exploring storage options.
5. Bills & Finance Report: To be discussed at the next meeting.
 - A. Bills
 - B. Financial Statement
6. Director's Report: See attachment.
7. Reports / Discussion / Consideration:
 - A. Administration
 - a. CFSW Financial Report

- B. Communication Team: Nothing to report.
 - C. Grants Team: Meeting weekly.
 - D. Art Team: Had an initial meeting and will meet again on April 19th.
 - E. Partnership Team: A local insurance agent will be hosting time each month to educate people about Medicare.
 - F. Village Board Liaison: Stuessy discussed the exterior designs with the Village Board and they were 100% supportive of the plans.
 - G. Friends of the Library: Book sale is moving to the weekend of the Tell Festival.
 - H. President's Report: Meeting on May 14th will include nominations and elections of officers.
8. Approval of Minutes:
- A. February 26: Ruschman made a motion to approve the minutes with edits to the spellings of four names and one edit to 12.A. Seconded by Landry. Motion carried.
 - B. March 12: Approved as distributed.
 - C. March 26: Kuenzi made a motion to approve with the edit to item 1., adding the names of the people from the public in attendance. Seconded by Stuessy. Motion carried.
9. Adjournment: Ramirez adjourned the meeting at 8:44 P.M.

**VILLAGE OF NEW GLARUS
JOINT MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF
TRUSTEES AND THE BUILDING COMMITTEE
New Glarus Village Hall – Community Room**

**319 2nd Street, New Glarus WI 53574
March 26, 2025 6:30P.M.**

DRAFT MINUTES

1. Call to Order: President Daniel Ramirez called the meeting to order at 6:30 P.M. Those present in addition to Ramirez were Library Board trustees Beth Blahut, Joanne Landry, Tiffany Kuenzi and Kelly Ruschman; Village Liaison Larry Stuessy; Building Committee members Steve Landry, Jamie Craig, Tim Usher and John Anderson; Library Director Amy Trumble; Village Administrator Lauren Freeman; Brett Rottinghaus and Wes Reynolds of OPN. Those present via Zoom: trustee Shelly Truttman; Jacob Cournoyer of OPN; and Brian Theobald of CG Schmidt. Members of the public in attendance: Jon Hovland, Stephen Donovan, Sarah Claus, Justin Duran, Zoe Duran, Elena Duran, Anna Duran, Amy Head, Cassie Long, Micheal Arn, Corrine Hendrickson, Greg Thoemke, Jason Neton, Jesse Donahue.

2. Approval of Agenda: Usher moved to approve the agenda. Seconded by Craig. Motion carried.

3. Comments & Questions from the Public: None.

4. New Business:

A. Discussion and Consideration: OPN Exterior and Roof Design Presentation:

Brett Rottinghaus showed 12 exterior options for the new library building. After discussion, the building committee recommended moving forward with Exterior Design Option 1. Trustee Keunzi made a motion to approve Exterior Design Option 1. Seconded by Stuessy. Motion carried. Building committee member Tim Usher made a recommendation to approve the floor plan. Seconded by Jamie Craig. Recommendation accepted by the Building Committee. Trustee Ruschman made a motion to approve the floor plan. Seconded by Kuenzi. Motion carried. Rottinghaus said that OPN will be back in 2 weeks with sample materials for the project. The Library Board will make selections at that time.

B. Discussion and Consideration: Building Project Updates

The demolition crew will remove the bells from the Town Hall before demolition. The bid package meeting will take place next week. OPN and CG Schmidt will most likely get a better picture of start dates next week.

5. Bills and Finance Report:

A. Bills were presented and approved as follows:

February 25, 2025: \$ 3,033.16

March 11, 2025: \$ 16,502.21

Blahut made a motion to transfer \$19,538.37 from the Lakeridge account to the Village. Seconded by Joanne Landry. Motion carried.

B. Financial Statement

6. Approval of Minutes:

A. February 26, March 12: This item was skipped. These approvals will go on the April 9th agenda.

7. Adjournment: Ramirez adjourned the meeting at 8:15 P.M.

**VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD OF
TRUSTEES**

**New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574**

**March 12, 2025 6:30P.M.
DRAFT MINUTES**

1. Call to Order: President Daniel Ramirez called the meeting to order at 6:30 P.M. Those present in addition to Ramirez were trustees Beth Blahut, Joanne Landry, Shelly Truttmann and Tiffany Kuenzi; Village Liaison Larry Stuessy; Library Director Amy Trumble; Brett Rottinghaus and of OPN; Brian Theobald of CG Schmidt. Those present via Zoom: Jacob Cournoyer of OPN; Peter Linsmeier and Dan Chovanec of CG Schmidt and Village Administrator Lauren Freeman. Absent: trustee Kelly Ruschman.
2. Approval of Agenda: Landry moved to amend the agenda by moving item 5.D. to be discussed last. Seconded by Stuessy. Motion carried and agenda approved.
3. Comments & Questions from the Public: None.
4. Unfinished Business:
 - A. Discussion and Consideration: Building Project Updates
Today the Village closed on both of the properties related to the building project. CG Schmidt updated the timeline for the project. Deb Haefner of SCLS is working on cost estimates for furnishings.
5. New Business:
 - A. Discussion and Consideration: CG Schmidt Project Pricing/OPN Design options: CG Schmidt worked with OPN to come up with pricing for the building project. Preliminary numbers were over budget. CG Schmidt worked with OPN on potential changes to bring the overage down to \$200K. Rottinghaus presented the building and landscape design variations that would allow cost savings. Theobald said that CG Schmidt will evaluate other soft costs to look for savings.
 - B. Discussion and Consideration: Approval of CG Schmidt Contract: Landry made a motion to approve the CG Schmidt contract upon review by the building committee. Seconded by Kuenzi. Motion carried.
 - C. Discussion and Consideration: Town Hall Next Steps: Library Board will wait to hear details from the church about their interest in moving the building to church property.
 - D. See below.
 - E. Discussion and Consideration: Grants meeting will be scheduled soon.
 - F. Discussion and Consideration: Board Member Appointments

- Blahut and Kuenzi each agree to serve another 3 year term.
- G. Discussion and Consideration: Approval of 2026 Adjacent County Reimbursements: Truttmann moved to approve to "bill" the adjacent counties for reimbursement. Seconded by Landry. Motion carried.
- Landry left the meeting at 8:00 P.M.
- D. Discussion and Consideration: Highway 39 property: Kuenzi moved to hire out an appraisal of the Highway 39 property. Seconded by Truttmann. Motion carried.
6. Adjournment: Ramirez adjourned the meeting at 8:16 P.M.

**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
February 26, 2025 6:30P.M.
DRAFT MINUTES**

1. Call to Order: President Ramirez called the meeting to order at 6:32 P.M. Those present, in addition to Ramirez, were trustees Beth Blahut and Shelly Truttmann; Village Liaison Larry Stuessy; and Library Director Amy Trumble. Attending via Zoom: Deb Haeffner of SCLS. Absent: trustees Kelly Ruschman, Tiffany Kuenzi and Joanne Landry.
2. Announcement:
 - A. The Library Board will convene into closed session called under WI State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Library Director Evaluation).
3. Approval of Agenda: Blahut made a motion to amend the agenda by adding the approval of the minutes from Jan 22 to item 9. Seconded by Stuessy. Motion carried. Stuessy made a motion to approve the amended agenda. Seconded by Truttmann. Motion carried.
4. Comments & Questions from the Public: None.
5. Unfinished Business:
 - A. Discussion and Consideration: Building Project Updates
The signed grant agreement was received today.
The closing date for the property is March 12th, 3:00 P.M.

Blahut made a motion to approve the formation of an art team to work towards bringing art projects to the Board for consideration for the new building. Seconded by Truttmann. Motion carried.

Estimated insurance for the new building reflects an increase of \$4500/year. We could consider decreasing coverage to save.

6. New Business:

A. Discussion and Consideration: Annual Report Review

B. Discussion and Consideration: CG Schmidt Proposal
Building Committee will talk details with CG Schmidt next week. Truttmann made a motion to approve the CG Schmidt proposal pending the Building Committee's review of staffing fees and proposal revisions (dated 2025-02-25). Seconded by Blahut. Motion carried.

C. Discussion and Consideration: Donor Letter

We will wait to send until we set a date or groundbreaking.

D. Discussion and Consideration: Architectural Narrative

7. Bills and Finance Report:

A. Bills were presented and approved as follows:

January 14, 2025: \$ 34,024.31

February 11, 2025 \$ 2,264.76

Blahut made a motion to approve transfer of funds from the Lakeridge Bank capital account to the Village in the amount of \$ 23,060.84 for capital expenses. Seconded by Truttmann. Motion carried.

B. Financial statement

8. Director's Report: See attached.

9. Approval of Minutes:

A. February 12: Truttmann made a motion to approve the minutes with one edit to "Unfinished Business." Seconded by Stuessy. Motion carried.

B. Jan 22: Approved as distributed.

10. Reports / Discussion / Consideration:

A. Administration

● CFSW Financial Report: Sent to trustees.

B. Communication Team: There is an open house for the elementary school library on March 17th, 5:30-6:30.

C. Grants Team: Will meet after the art team has been assembled.

D. Partnership Team: Upcoming events being held at A Home of One's Own: an egg decorating event and a dulcimer event.

E. Village Board Liaison: Nothing to report.

F. Friends of the Library: Nothing to report.

G. President's Report: Nothing to report.

11. The Board will Convene into Closed Session: Stuessy made a motion to convene into closed session at 8:08 P.M. Seconded by Truttmann. Motion carried by unanimous roll-call vote.
12. The Board will Convene into Open Session: Stuessy made a motion to convene into open session at 8:19 P.M. Seconded by Truttmann. Motion carried by unanimous roll-call vote.
 - A. Results of Closed Session: Discussion and Consideration: Library Director Evaluation
Ramirez presented the evaluation form to Trumble and she signed it.
13. Adjournment: Ramirez adjourned the meeting at 8:19 P.M.

**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
Also attended via Zoom**

**February 12, 2025 6:30P.M.
MINUTES**

1. Call to Order: President Daniel Ramirez called the meeting to order at 6:30 P.M. Those present in addition to Ramirez were trustees Beth Blahut, Joanne Landry, and Kelly Ruschman; Village Liaison Larry Stuessy; and Assistant Director of the Library, Erica Loeffelholz. Those present via Zoom: trustee Shelly Truttmann; Library Director Amy Trumble, Village Administrator Lauren Freeman, Brett Rottinghaus of OPN, Brian Medina of CG Schmidt, and SCLS Representative Deb Haefner. Also present: Dawn Carney. Absent: Tiffany Kuenzi.
2. Approval of Agenda: Landry made a motion to amend the agenda by discussing New Business before Old Business. Seconded by Stuessy. Motion carried. Stuessy moved to approve the amended agenda. Seconded by Ruschman. Motion carried.
3. Comments & Questions from the Public: None.
5. New Business:
 - A. Discussion and Consideration: Focus on Energy Bundle Selection:

Brian Medina evaluated various HVAC options. He explained the options to the Board and answered questions. He recommended HVAC Scenario B as a cost effective and efficient option for the library building project. Stuessy made a motion to approve HVAC Scenario B, pending the Building Committee's review and affirmation of the same bundle. Ruschman seconded. Motion carried.

4. Unfinished Business:

A. Discussion and Consideration: Building Project Updates OPN: Brett Rottinghaus presented the current floor plan and answered questions about the design. Ruschman requested a written narrative to describe the design goals and decisions for the Board to use as a tool in evaluating the building designs. Trumble and Loeffelholtz agreed to write the narrative.

Landry is concerned that the children's section represents 50% of the floor plan and the rest of the building's needs are crammed into the adult section.

CG Schmidt will include costs for landscaping and for the proposed "Reading Garden" in their cost estimate. Fundraising and grants may be necessary to complete the landscaping designs. OPN has incorporated the vintage bells from the Town Hall into the design of the building's entryway.

6. Adjournment: Ramirez adjourned the meeting at 8:32 P.M.

**VILLAGE OF NEW GLARUS
MEETING OF THE NEW GLARUS PUBLIC LIBRARY BOARD
OF TRUSTEES**

**New Glarus Village Hall – Community Room
319 2nd Street, New Glarus WI 53574**

**January 8, 2025 6:30 P.M.
MINUTES**

1. Call to Order: President Daniel Ramirez called the meeting to order at 6:34 P.M. Those present in addition to Ramirez were trustees Shelly Truttmann and Kelly Ruschman; Village Liaison Larry Stuessy; and Library Director Amy Trumble. Absent: Beth Blahut, Tiffany Kuenzi, and

Joanne Landry.

2. Approval of Agenda: Stuessy made a motion to approve the agenda. Seconded by Ruschman. Motion carried.

3. Comments & Questions from the Public: None.

4. Unfinished Business: Building project update: Trumble continues to gather information and moving quotes pertaining to Sun Prairie shelving that will be available in June of this year in hopes that we can use their free shelving. The first quarterly report and 'Single Audit Not Needed' form has been submitted to DEHCR. CFSW will be attending the January 22nd meeting to answer questions on endowment funds and fundraising. The library building project Community Engagement meeting will take place January 9th.

5. New Business:

A. CG Schmidt was selected as the Construction Manager advisor for the library project.

B. Trumble presented her 2025 goals to the board.

6. Adjournment:

President Ramirez adjourned the meeting at 6:55 P.M.