GREENFIELD PUBLIC LIBRARY BOARD
Thursday June 2, 2016 6:30 P.M.
2nd Floor Conference Room
5310 W. Layton Ave. Greenfield
Minutes

1. The meeting was called to order by Ms. Czaplewski at 6:35. On a roll call, the following were in attendance:
   Ms. Ball
   Ms. Bruhn
   Mr. Carlson
   Ms. Czaplewski
   Ms. Knasinski
   Ald. Lubotsky
   Ms. O'Brien
   Ms. Ryan
   Ms. Waldoch

   Mr. Kermendy was excused.

2. Approval of the minutes of the April 21, 2016 meeting (Action): On a motion by Ms. Czaplewski, seconded by Ms. Ryan, the minutes of the April 21, 2016 meeting were approved as presented.

3. Public comment (Information). None.

4. Acceptance of the Financial Report (Action): There is not much different from the previous report, as revenues are aligned with expectations and expenditures are likewise. Expenditures on books seem to be low in percentage terms but that's because a purchase card system has been used and payments are delayed. Ms. Ryan moved to approve the financial reports for January and February and Ms. Ball seconded. All voted in favor.

5. Approval of the bills presented for payment (Action): Major expenditures in April included a payment to MCFLS automation and maintenance on the air handling system and lawn sprinklers. Other large expenditures included utilities, books, and a pest control inspection. Ms. Ryan moved to approve the bills for payment; Ms. Czaplewski seconded. On a roll call vote, Ms. Ball, Ms. Bruhn, Mr. Carlson, Ms. Czaplewski, Ms. Knasinski, Ald. Lubotsky, Ms. Ryan, and Ms. Waldoch voted in favor; none voted against nor abstained.

6. President's Report: The board will need to replace departing board member Don Carlson. The president will accept nominations for board office and will ascertain interest from the group for membership in the different board committees.

7. Committee Reports:
    a. Legislative & Policy Committee Report and Recommendations: no meeting.
    b. Marketing & Community Relations Committee Report and Recommendations: no meeting.
    c. Budget & Finance Committee Report and Recommendations: no meeting.
    d. Human Resources Committee Report and Recommendations: no meeting.
    e. Building Committee Report and Recommendations: no meeting.

8. New Business (Information):
    f. Interview with library board applicant Mr. Tod Gagliano.
    g. Interview with library board applicant Ms. Cindy Nowak.

9. Old Business:
    h. Report and discussion of the "State of the Library" presentation by Sheila O'Brien as part of the 2016 Strategic Planning Initiative (Information). Ms. O'Brien's report principally highlighted accomplishments once the new library building opened in 2009, including 1.2 million visitors and over 2.1 million items checked out. Total points of contact average over 500,000 per year, for a total through 2015 of 3,624,012. These points of contact include open hours, checkouts and downloads of items, and reading programs and other public programs. The library is a source as well as a facility for civic involvement activities, as well as general community and educational activities. It contributes to the improvement of youth literacy as well as access to information through "virtual" library materials and databases.

       However, Greenfield library's share of local government revenue is in the middle range of nearby communities of comparable size (still an improvement from its position in 2014.) The percentage of population holding a library card is also lower than that in other nearby communities of comparable size, as well as number of books held (79,415 in 2014.) Turnover of items is high, though, and holdings of audio and visual materials are in the middle of the range.

    i. Roundtable discussion of demographic, cultural, social, business and technological trends forecasted for the next 5-7 years as they may impact on strategic planning (Information). The board was instructed to think about the direction of these trends for the next 5-7 years and also think about how these will impact the library.

10. Continuing Trustee education: No information for this meeting.

11. New items for placement on next agenda: None.

12. Next Meeting (Information): June 7, 2016 at 5:45 pm, to consider a third applicant for the library board. Next regular board meeting will be June 16, 2016 at 6 pm.

13. Library Director's Report (Information): No report this month.

14. Adjournment: On a motion by Ms. Czaplewski, seconded by Ms. Ryan, the meeting adjourned at 8:10 pm.

Minutes respectfully submitted by Mary Knasinski.