

GREENFIELD PUBLIC LIBRARY BOARD

Thursday April 20, 2017 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 6:36. On a roll call, the following were in attendance:

Ms. Ball

Ms. Bruhn

Ms. Czaplewski

Mr. Gagliano

Ms. Knasinski

Mr. L'Amie

Ms. O'Brien

Ms. Ryan

Ms. Waldoch

Ald. Lubotsky was excused.

2. Approval of the minutes of the March 16, 2017 meeting (Action): On a motion by Ms. Czaplewski, seconded by Ms. Ryan, the minutes of the March 16, 2017 meeting were approved as presented.
3. Public comment (Information): None.
4. Acceptance of the Financial Report (Action): Total expenditures were at 20% of budgeted revenues used by the end of March, a key favorable measure. Ms. Ball moved to approve the financial reports and Ms. Ryan seconded. All voted in favor.
5. Approval of the bills presented for payment (Action): There were new equipment charges of over \$10,000 for parts for rebuilding the library's server, with the total cost projected to be over \$40,000 for the server and related equipment by the time work is completed. Capital expenses included \$8000 for server components. Ms. Czaplewski moved to approve the bills for payment; Ms. Ryan seconded. On a roll call vote, Ms. Ball, Ms. Bruhn, Ms. Czaplewski, Mr. Gagliano, Ms. Knasinski, Mr. L'Amie, Ms. Ryan, and Ms. Waldoch voted in favor; none voted against nor abstained.
6. President's Report (Information). Ms. Czaplewski reminded the board about the LulaRoe sales event to benefit the library on Saturday April 29, from 10 am – 2 pm. There will be several vendors in attendance, which will increase selection of merchandise, and every vendor will support the library through their sales of clothes for men, women and children.
7. Committee Reports:

- a. Legislative & Policy Committee Report and Recommendations: No report. Is currently arranging a time to meet.
- b. Marketing & Community Relations Committee Report and Recommendations: No report.
- c. Budget & Finance Committee Report and Recommendations: No report.
- d. Human Resources Committee Report and Recommendations:
 - i. Board to go into closed session, pursuant to Wisconsin Statutes 19.85 (1) (c) to consider the following: employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Action): There was a motion by Ms. Ball, seconded by Ms. Ryan. On a roll call vote, the motion carried with Ms. Ball, Ms. Bruhn, Ms. Czaplewski, Mr. Gagliano, Ms. Knasinski, Mr. L'Amie, Ms. Ryan, and Ms. Waldoch voting in favor; none voted against nor abstained.
 - a. Report, discussion and decision regarding establishment of the Library Director's 2017 goals.
 - b. Report, discussion and decision regarding the Library Director's 2017-2020 employment contract.
 - c. Report, discussion and decision regarding retirement benefits to employees (Action).
 - ii. Ms. Czaplewski moved to adjourn closed session and reconvene into open session. Ms. Ball seconded. All voted in favor.
 - iii. Report out of closed session of actions taken (Action). The board approved the Library Director's 2017 goals, and approved a 3% salary increase and an additional week of vacation for the Library Director's 2017-2020 contract. It also agreed to have Ms. O'Brien continue to investigate an employee retirement issue brought to the board's attention.
- e. Building Committee Report and Recommendations: No report.
- f. Ad Hoc Art Enhancement Committee. The committee did not meet. The Greenfield Beautification Committee has decided to proceed with fundraising efforts for 84 South, so the Ad Hoc committee will continue to investigate fundraising methods but will wait to pursue them.

8. Old Business: None

9. New Business:

- g. Ms. Ball's last Library Board meeting will be in May. The library will wait for a formal designation from the school superintendent, and then will interview the candidate.

10. Continuing Trustee Education (Information): None.

11. New items for placement on next agenda (Information): None.
12. Next Meeting (Information): May 18, 2017, 6:30 pm.
13. Library Director's Report (Information). Ms. O'Brien announced that the MCFLS Board will hold its next meeting on May 15, 2017 at 9 am in the Greenfield Library, at our invitation. She also shared a report comparing Greenfield's library to other Wisconsin libraries, taken from the DPI's 2015 library database. Greenfield is the 19th largest city in Wisconsin, and our library was open 3,004 hours in 2015 (the highest number of open hours was in Janesville at 3744, the lowest was about 800 in Bloomington.) Greenfield is in the middle range of print items owned (maximum is almost 2 million,) and has 121 print subscriptions, with Madison leading at 1,390 in 2015. Greenfield's annual circulation is 260,000, with the amounts statewide ranging from 900 to 3,600,000. In 2015 Greenfield received about \$1,000,000 in annual municipal appropriations, with the statewide range from \$6,300 to \$21,000,000. Expenditure per capita in Greenfield is \$30.95, with the statewide range of \$10.85 to \$81.77 (but higher numbers are often linked to smaller communities.) Greenfield hosted 232 children's programs in 2015, with the statewide range from 0 to 3,346, and with attendance of 6,370 in Greenfield.
14. Adjournment (Action). On a motion by Ms. Czaplewski, seconded by Ms. Ryan, the meeting adjourned at 8:25 pm.

Minutes respectfully submitted by Mary Knasinski.