

GREENFIELD PUBLIC LIBRARY BOARD
Thursday September 20, 2018 6:30 P.M.
2nd Floor Conference Room
5310 W. Layton Ave. Greenfield
Minutes

1. The meeting was called to order by Ald. Lubotsky at 6:30 pm. On a roll call, the following were in attendance:

Ms. Anderson
Ms. Bruhn
Ms. Czaplewski
Mr. Gagliano
Ms. Knasinski
Mr. L'Amie
Ald. Lubotsky
Ms. O'Brien

Ms. Ryan was excused.

2. Interview with applicants to fill board vacancy, and discussion and decision regarding a recommendation to the Mayor and Council for appointment and confirmation (Action). Applicants were interviewed to fill the Library Board vacancy. After interviews, discussion and a vote by secret ballot, Ms. Czaplewski made a motion that the Board recommend Mr. Creston Fleming to the Mayor and City Council; Ald. Lubotsky seconded. All voted in favor.
3. Approval of the minutes of the August 16, 2018 meeting (Action): On a motion by Ms. Czaplewski, seconded by Ms. Ryan, the minutes of the August 16, 2018 meeting were approved as presented.
4. Public comment (Information). None.
5. Acceptance of the Financial Report for August 2018 (Action): Total revenues collected are at 96% of budget and expenditures are at 66%, but year-end bills will soon be coming in. Ms. Knasinski moved to approve the financial report and Ms. Czaplewski seconded. All voted in favor.
6. Approval of the August 2018 bills presented for payment (Action): There was a capital expense of \$6,600 from Byte Studios for website design work, as well as two EBSCO annual renewals, one for periodicals and one for continuations (standing orders of reports such as the Kelley Blue Book.) Ald. Lubotsky moved to approve the bills for payment, and Ms. Bruhn seconded. On a roll call vote, Ms. Anderson, Ms. Bruhn, Ms. Czaplewski, Mr. Gagliano, Ms. Knasinski, Mr. L'Amie, and Ald. Lubotsky voted in favor; none voted against nor abstained.

7. President's Report (Information). Ald. Lubotsky informed the Library Board of developments at the City Council, including an upcoming budget meeting and a public safety referendum.
8. Committee Reports (Action):
 - a. Legislative & Policy Committee Report and Recommendations: Did not meet.
 - b. Marketing & Community Relations Committee Report and Recommendations: Did not meet.
 - c. Budget & Finance Committee Report and Recommendations: Did not meet.
 - d. Human Resources Committee Report and Recommendations: Did not meet.
 - e. Building Committee Report and Recommendations: Did not meet.
9. Library Director's Report (Information).
 - A. Report on the status of the Wisconsin DPI Public Library System Redesign (PLSR) project (Information). Ms. O'Brien reported that Superintendent of Public Instruction Tony Evers has released his 2019-2021 budget request to the state, with substantial increases in the educational budget, including information about how libraries would be affected. He is requesting a \$2.5 million budget increase for the public library system for 2019-2020 and a \$4 million increase for 2020-2021. Since Mr. Evers is running for governor, the PLSR Steering Committee has decided to postpone its report to DPI until after the November elections. The Steering Committee is working on the draft report now, then will send it to other state library boards for comment; a survey will also be sent out to all libraries. The final draft of the report will be delivered to Mr. Evers and the Department of Public Instruction in December.
10. New Business (information).
 - A. Report on the 2018 Summer Reading and Summer Library programs (Information). Ms. O'Brien presented an info-graphic prepared by Mr. Peter Blenski, one of the library's youth services librarians: 653 children signed up for summer programs, the highest number ever recorded. 178 adults also signed up, the second highest number recorded. Grade school visits were a success in terms of encouraging signups too. Child and adult signups have shown a steady increase over the past five years and ten years, although adult signups spiked in 2013 at 201. (Half Price Book gift cards were given out that year.) The top five programs over the 2018 summer were: Magician Rick Allen (125 attendees,) Bubbleology, Escape Room, David Stokes (Naturalist,) and the Lego Club's mini golf challenge.
11. Old Business (Information).
 - A. Report, discussion and decision on the "Celebration of Greenfield Arts" kickoff event and "Greenfield Creates" fundraising campaign (Action). Attendance was good at the art fair and generated sales for the artists' work. The event raised \$980 so far for the fundraising campaign. The Giving Grid crowdfunding campaign runs to the end of November, and a letter is going out to past donors. Expenses for staging the art fair were high but the equipment can be re-used for future fairs. It was learned that the artists need to be informed as early as January, to result in a successful fair. The idea was proposed to hold

the fair on a Sunday at the Greenfield Farmers Market. The Ad Hoc Art Committee may meet soon to discuss possible future events to hold before the next art fair.

12. Continuing Trustee Education (Information). The DPI's document "Trustees Essentials" is available online and the board discussed Chapter 1, the trustee "job description."
13. New items for placement on next agenda (Information). None.
14. Next meeting: October 18, 2018 at 6:30 pm.
15. Adjournment (Action). On a motion by Ald. Lubotsky, seconded by Ms. Bruhn, the meeting adjourned at 8:21 pm.

Minutes respectfully submitted by Mary Knasinski.