



GREENFIELD PUBLIC LIBRARY BOARD
Thursday, April 17 at 6:30 P.M.
Second Floor Conference Room
5310 W. Layton Ave. Greenfield, WI 53220

In-person meeting with virtual option available.

1. Call to order and roll call.
2. Public comment (Information).
3. Comptroller's report (Information)
4. Consent Agenda (Action)
 - a. Approval of March 20, 2025 minutes
 - b. Approval of the March 2025 financial report
 - c. Approval of the March 2025 invoices
5. Items pulled from the consent agenda for discussion (Action)
6. President's Report (Information)
7. Old Business
 - a. Report, discussion, and decision regarding adopting a fine-free policy
8. New Business
 - a. Report, discussion, and decision regarding adopting a Library Fee Schedule
 - b. Report, discussion, and decision regarding updates to the Library's Collection Development Policy
 - c. Report, discussion, and decision regarding adopting a Challenged Materials Policy and Reconsideration Form
 - d. Report, discussion, and decision to approve invoice for interior painting from Blair Commercial Paint
9. Library Director's Report (Informational)
10. New items for placement on the next agenda (Information)
11. Next Meeting: May 15, at 6:30 PM.
12. Adjournment (Action).

Upon reasonable notice, efforts will be made to accommodate the needs of deaf and hard-of-hearing individuals through sign language interpreters or other auxiliary aids. For additional information or to request this service, contact the Library Director at 414-321-9595, FAX 414-321-8595 or TDD 1-800-947-3529 (WI Telecommunications Relay), or by writing to the Library Director at the Greenfield Public Library, 5310 West Layton Avenue, Greenfield, WI 53220. The Greenfield Public Library is wheelchair accessible. 04/14/2025



GREENFIELD PUBLIC LIBRARY BOARD
Thursday, March 20, 2025 at 6:30 PM
2nd Floor Conference Room
5310 W. Layton Ave. Greenfield, WI 53220

In-person meeting with virtual option available.

DRAFT MINUTES

1. The meeting was called to order by Creston Flemming at 6:33 p.m.

On roll call in attendance were Brittany Haiser, Alderman Andrew Drzewiecki, Sue DeWitt, Creston Flemming, Sarah Dunmire, Kyle Sundby, and Amber Lococo

Also in attendance were Jennifer Einwalter, Library Director; Emily Alford, Assistant Library Director

2. Public comment (Information)

None

3. Comptroller's report (Information)

We are 16.65% through the fiscal year and expenditures are at 12.69% for the year.

Most of the invoices were routine. There was a plumbing invoice for a new toilet and also an invoice from Milwaukee Lawn Sprinkler.

4. Consent Agenda (Action)

- a. Approval of the minutes**
- b. Approval of the financial report**
- c. Approval of the invoices**

5. Items pulled from the consent agenda for discussion (Action)

None

Brittany motioned to approve the consent agenda and Kyle seconded; motion passed unanimously.

6. President's Report (Information)

None

7. Old Business

a. Report and discussion regarding adopting a fine-free policy.

Emily provided data from 2016-2024 about checked-out items that are long overdue, for one year or longer. The percentage of lost items per year is approximately 0.1% of total circulation and of those unreturned items, about 11% are new.

Discussion of how going fine-free lead to increased funding from MCFLS through Reciprocal Borrowing/Member Reserve Fund, as seen at the Wauwatosa Public Library. Greenfield Public Library going fine-free may attract more patrons from other Milwaukee County cities, which would increase GPL's funding from MCFLS based on the number of non-Greenfield residents who check out Greenfield's items.

Patrons will still be charged for lost and damaged items if GPL eliminates overdue fines.

Brittany asked if there is a way to track how many new items are returned late, and Jennifer will ask MCFLS about this.

Jennifer and Emily will work on a new circulation policy to reflect changes of going fine-free.

Data was reviewed from the Wauwatosa and Plymouth libraries, both of which experienced positive effects from going fine-free.

8. New Business

a. Report and discussion regarding 2024 library revenues.

The Business Manager Sherril created a chart of GPL's total revenue, excluding revenue from fines.

Following a discussion on faxing and printing fees for patrons, Jennifer will investigate prices at other libraries and report findings back to the board.

b. Report, discussion, and decision regarding holding an after-hours event on Saturday, October 4.

Librarian Kenny would like to hold an after-hours Nerf Wars program, open to all ages with a maximum 50 participants. Minimum age requirements not yet finalized. Board asked that all participants sign release forms. Jennifer will reach out to Cities and Villages Mutual Insurance about the insurance liability and report back at the next meeting.

9. Library Director's Report (Information)

Emily reported that the library has finalized and submitted its summer programming descriptions to the Recreator. Staff created a Holds Hub Smart Locker video and posted it on Facebook to promote the new lockers. IT Department discovered that the

Smart Lockers were interfering with the library's Wi-Fi, and fixed the problem. Aside from this, the Smart Lockers are functioning as intended.

Jennifer reported that a young patron donated his train table to the Children's Library. She researched insurance coverage of volunteers and learned that they are covered under the library's insurance.

Overview of several upcoming programs.

The library is having a problem with a patron drinking beer in the bathroom.

Staff training on May 29, which will be a DiSC Assessment.

Sue asked about progress with establishing a Friends Group. Jennifer will pick that back up after her vacation next week.

10. New items for placement on the next agenda (Information)

None

11. Next Meeting: April 17, at 6:30 PM

12. Adjournment (Action).

Andy motioned to adjourn at 7:34 p.m. and Brittany seconded; motion passed unanimously.

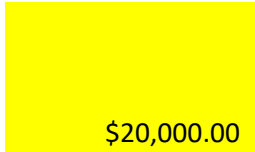
GREENFIELD LIBRARY ACCOUNTS PAYABLE
March 2025

3001.524.1110 MCFLS/Automation	Vendor Name:		
	Envisionware (Maintenance Renewal)	1 Invoice(s)	\$1,343.47
	MCFLS (Member Library Costs 2025)	1 Invoice(s)	<u>\$21,586.00</u>
			\$22,929.47
3001.524.1200 Contractual Services	P-Card 4503 (Adobe)	1 Invoice(s)	\$ 19.99
	Batzner	1 Invoice(s)	<u>\$ 89.30</u>
			\$ 109.29
3001.530.0100 Supplies	FastSigns	1 Invoice(s)	\$ 35.35
	P-Card 4479 (Batteries Plus, Costco, Amazon, Demco, Office Depot)	1 Invoice(s)	\$ 1,470.88
	P-Card 4503 (Meijer, Amazon, 4Imprint)	1 Invoice(s)	\$ 600.65
	P-Card 3459 (Amazon)	1 Invoice(s)	\$ 48.02
	P-Card 9018 (Schwaab)	1 Invoice(s)	<u>\$ 36.74</u>
			\$ 2,191.64
3001.530.0700 Printing, Programs	P-Card 4479 (Quamaria Coffee, Culvers)	1 Invoice(s)	\$ 100.00
	Jeff Pockat (Irish Music Show)	1 Invoice(s)	\$ 350.00
	James Imaging	1 Invoice(s)	\$ 550.38
	P-Card 4503 (Amazon)	1 Invoice(s)	\$ 182.62
	P-Card 3459 (Meijer, Michaels, Amazon)	1 Invoice(s)	\$ 339.95
	P-Card 9018 (Seed Savers, First Stage, Baker Creek Seeds)	1 Invoice(s)	<u>\$ 500.17</u>
			\$ 2,023.12
3001.530.0800 Communications	P-Card 9018 (T-Mobile)	1 Invoice(s)	<u>\$ 163.28</u>
			\$ 163.28
3001.530.1600 Training	Mileage Reimbursement for Kenny Schlueter	2 Invoice(s)	\$ 14.84
	Mileage Reimbursement for Emily Alford	1 Invoice(s)	\$ 28.84
	P-Card 4503 (Digipalooza, Riedel Sports Tax Credit)	1 Invoice(s)	<u>\$ 293.22</u>
			\$ 336.90
3001.580.1100 New Equipment	Krueger International, Inc.	1 Invoice(s)	<u>\$ 4,600.00</u>
			\$ 4,600.00
3002.538.1010 Books	P-Card 9018 (Baker & Taylor)	2 Invoice(s)	\$ 1,839.43
	P-Card 9018 (Ingram)	2 Invoice(s)	\$ 793.85
	P-Card 4479 (Amazon)	1 Invoice(s)	\$ 1,246.45
	P-Card 3459 (Amazon)	1 Invoice(s)	<u>\$ 33.45</u>
			\$ 3,913.18
3002.538.3000 Databases	Kanopy	1 Invoice(s)	<u>\$ 110.70</u>
			\$ 110.70
3002.538.5000 Non-Print	P-Card 4503 (Meijer, Amazon)	1 Invoice(s)	\$ 502.02
	P-Card 4479 (Amazon)	1 Invoice(s)	\$ 132.83
	P-Card 3459 (Amazon)	1 Invoice(s)	\$ 223.97
	P-Card 9018 (Betty Brinn, Zoo Pass)	1 Invoice(s)	<u>\$ 2,000.00</u>
			\$ 2,858.82
3003.522.1300 Water	City of Milwaukee	2 Invoice(s)	<u>\$ 267.52</u>
			\$ 267.52
3003.530.9500 Building Maintenance	FastSigns	1 Invoice(s)	<u>\$ 1,386.26</u>
			\$ 1,386.26
	TOTAL ACCOUNTS PAYABLE		
	Final 4/8/2025 sw	35 Invoice(s)	<u><u>\$40,890.18</u></u>

GREENFIELD PUBLIC LIBRARY

Capital Budget Expense

March 2025

Charged to:	Vendor	Invoice/ P.O. #	Product	Unit Price	Amount
CE 2424 475-0000-581.1100	Blair Commercial Painting	20429	Library Painting: Main, Children's Room, 2nd Floor, Lobby, Conference Room	\$34,275.00	20,000.00 (Partial Payment)
					<hr/> <hr/> 

REVENUE AND EXPENDITURE REPORT FOR GREENFIELD
 PERIOD ENDING 03/31/2025
 % Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/2025	AVAILABLE BALANCE	% BGD USED
Fund 100 - LIBRARY						
Revenues						
Dept 0000						
100-0000-411.1000	GENERAL PROPERTY TAXES	1,438,260.00	1,438,260.00	0.00	0.00	100.00
100-0000-430.1010	NET USAGE PAYMENTS	54,061.00	55,655.90	58.78	(1,594.90)	102.95
100-0000-436.9000	OTHER STATE PAYMENTS	0.00	0.00	0.00	0.00	0.00
100-0000-467.1010	LIBRARY REVENUE	14,000.00	2,623.20	692.00	11,376.80	18.74
100-0000-467.1020	PHOTO COPIES	10,000.00	3,480.47	1,312.65	6,519.53	34.80
100-0000-467.1030	PROGRAMS	0.00	0.00	0.00	0.00	0.00
100-0000-467.1040	FINES	10,000.00	5,117.68	1,292.26	4,882.32	51.18
100-0000-467.1050	FINES - MCFLS SUSPENCE	100.00	15.95	0.00	84.05	15.95
100-0000-467.1070	OTHER	0.00	(218.03)	(49.38)	218.03	100.00
100-0000-480.1000	DONATIONS GENERAL	0.00	1,311.64	61.93	(1,311.64)	100.00
100-0000-480.1100	DONATIONS - ENHANCEMENT PROJECTS	0.00	0.00	0.00	0.00	0.00
100-0000-481.1000	INTEREST INCOME	100.00	30.35	10.48	69.65	30.35
100-0000-484.1000	DAMAGE TO/LOSS OF PROPERT	0.00	0.00	0.00	0.00	0.00
100-0000-494.1000	OTHER FUNDS	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 0000		1,566,521.00	1,506,277.16	3,378.72	60,243.84	96.15
TOTAL REVENUES		1,566,521.00	1,506,277.16	3,378.72	60,243.84	96.15
Expenditures						
Dept 0000						
100-0000-580.0000	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		0.00	0.00	0.00	0.00	0.00
Dept 3001 - LIBRARY OPERATIONS						
100-3001-510.0000	SALARIES & WAGES	850,778.00	194,646.84	67,519.23	656,131.16	22.88
100-3001-514.0000	OVERTIME	500.00	0.00	0.00	500.00	0.00
100-3001-515.0100	GRP HEALTH/LIFE INSURANCE	223,520.00	29,855.90	12,268.83	193,664.10	13.36
100-3001-515.1100	EMPLOYER TAXES-FEDERAL	65,085.00	14,347.69	4,948.28	50,737.31	22.04
100-3001-515.1500	PENSION-GENERAL	54,906.00	12,657.90	4,413.08	42,248.10	23.05
100-3001-519.4000	WORK PERMITS, ETC.	1,500.00	0.00	0.00	1,500.00	0.00
100-3001-521.2800	BANK SERVICE CHARGES	1,000.00	0.00	0.00	1,000.00	0.00
100-3001-524.1110	MCFLS/AUTOMATION	33,000.00	22,929.47	22,929.47	10,070.53	69.48
100-3001-524.1200	EQUIPMENT MAINTENANCE	40,000.00	1,438.45	109.29	38,561.55	3.60
100-3001-530.0100	OFFICE SUPPLIES/SM \$ ITEM	15,000.00	3,573.45	2,191.64	11,426.55	23.82
100-3001-530.0700	PRINTING	18,000.00	3,318.61	1,673.12	14,681.39	18.44
100-3001-530.0800	POSTAGE & MAILING	1,800.00	496.99	163.28	1,303.01	27.61
100-3001-530.1100	DUES & SUBSCRIPTIONS	1,500.00	591.00	0.00	909.00	39.40
100-3001-530.1300	MARKETING	5,000.00	0.00	0.00	5,000.00	0.00
100-3001-530.1600	TRAINING	6,000.00	654.34	308.06	5,345.66	10.91
100-3001-530.4500	EQUIPMENT REPAIRS	10,000.00	0.00	0.00	10,000.00	0.00
100-3001-580.1100	NEW EQUIPMENT	4,618.00	5,646.56	4,600.00	(1,028.56)	122.27
100-3001-580.1200	ENHANCEMENT PROJECTS	0.00	0.00	0.00	0.00	0.00
100-3001-590.9800	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
Total Dept 3001 - LIBRARY OPERATIONS		1,332,207.00	290,157.20	121,124.28	1,042,049.80	21.78
Dept 3002 - LIBRARY COLLECTION						
100-3002-538.1010	BOOKS	90,000.00	11,729.33	3,943.16	78,270.67	13.03
100-3002-538.2000	PERIODICALS	7,500.00	(166.91)	0.00		(2.23)

REVENUE AND EXPENDITURE REPORT FOR GREENFIELD
 PERIOD ENDING 03/31/2025
 % Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 100 - LIBRARY						
Expenditures						
100-3002-538.3000	DATA BASE MANAGEMENT	8,746.00	257.40	110.70	8,488.60	2.94
100-3002-538.4000	EBOOKS	7,568.00	0.00	0.00	7,568.00	0.00
100-3002-538.5000	NON-PRINT	10,000.00	5,308.16	2,980.95	4,691.84	53.08
Total Dept 3002 - LIBRARY COLLECTION		123,814.00	17,127.98	7,034.81	106,686.02	13.83
Dept 3003 - BUILDING OPERATIONS						
100-3003-522.1000	ELECTRIC	33,000.00	5,292.66	0.00	27,707.34	16.04
100-3003-522.1100	GAS	10,000.00	3,356.61	0.00	6,643.39	33.57
100-3003-522.1300	WATER	2,300.00	672.52	267.52	1,627.48	29.24
100-3003-522.1400	SEWER SERVICE	3,700.00	928.86	0.00	2,771.14	25.10
100-3003-529.1000	JANITORIAL	29,000.00	7,509.00	2,503.00	21,491.00	25.89
100-3003-530.0600	BUILDING SUPPLIES-JANITOR	4,000.00	803.31	0.00	3,196.69	20.08
100-3003-530.9500	BUILDINGS MAINTENANCE	28,500.00	8,748.04	1,911.90	19,751.96	30.69
Total Dept 3003 - BUILDING OPERATIONS		110,500.00	27,311.00	4,682.42	83,189.00	24.72
TOTAL EXPENDITURES		1,566,521.00	334,596.18	132,841.51	1,231,924.82	21.36
Fund 100 - LIBRARY:						
TOTAL REVENUES		1,566,521.00	1,506,277.16	3,378.72	60,243.84	96.15
TOTAL EXPENDITURES		1,566,521.00	334,596.18	132,841.51	1,231,924.82	21.36
NET OF REVENUES & EXPENDITURES		0.00	1,171,680.98	(129,462.79)	(1,171,680.98)	100.00
BEG. FUND BALANCE		138,104.72	138,104.72			
NET OF REVENUES/EXPENDITURES - 2024			132,196.31		132,196.31	
END FUND BALANCE		138,104.72	1,441,982.01			

Circulation Policy

A primary function of any public library is to circulate materials to the users, i.e., allow library users to “check out” library materials for a defined period of time. Policies and procedures surrounding the circulation process should be flexible enough to accommodate special needs and unusual circumstances yet firm enough to ensure fair access to materials. These policies and procedures should also attempt to fairly balance the needs of the user with the needs of the library. They should be as “user-friendly” as possible without sacrificing library organization and efficiency.

Note: All circulation policies and procedures are subject to the judgment of the Library Director and/or Assistant Director under special circumstances. Any disputed decision by the Library Director may be taken to the Library Board for a decision. Decisions made by the Library Board are final.

Registering for a New Library Card

The Greenfield Public Library (GPL) is a member of the Milwaukee County Federated Library System (MCFLS). Residents of Milwaukee County are eligible for a library card at no cost.

Milwaukee County residents 18 years of age and older can apply for a library card or upgrade a CountyCat online registration to a regular library card in person at the library. Applicants must show valid photo identification with legal name and current address. If photo identification does not include the applicant's address, the applicant must supply an additional form of ID that includes both legal name and current address.

Examples of Acceptable Name and Address ID:

- valid driver's license
- valid municipal ID
- voter ID/registration information from myvote.gov
- valid and current rental lease agreement with your name and address (no handwritten receipts)
- postmarked mail received at your home within the last 30 days (no window envelopes, junk mail, or magazines)
- utility bills (gas, electric, cable, or telephone) mailed to you within the last month
- online account statement (either printed or displayed on a mobile device) from a utility or financial institution with your current address and dated within the past month
- recent report card from school
- current school schedule with address
- current insurance card with name and address
- recent paycheck stub with name and address
- pre-printed personal checks (with your checkbook)
- vehicle registration

Examples of Acceptable Name ID:

- valid driver's license or state ID
- valid municipal ID
- current student picture ID
- current military ID
- valid Wisconsin license that includes physical characteristics, such as a fishing or hunting license
- passport
- birth certificate
- current employment picture ID

Children

Children under 18 years of age are eligible to apply for a library card when they can independently write their first and last name on the back of the library card. To apply for a library card or upgrade a CountyCat online registration to a regular library card, children can come to the library with a parent or legal guardian, who must present two current forms of identification. One form of ID must list the parent/guardian's legal name, and the second must list the

Approved by the Greenfield Public Library Board of Trustees February 21, 2024; November 21, 2024

parent/guardian's legal name and current Milwaukee County address. (See the list above for examples.) The child must be present to apply for a library card. Legal guardians may be asked to provide guardianship papers.

Library Card User Agreement – Terms and Conditions

By completing this application process and signing the signature pad, you (as an adult borrower or parent/guardian) agree to the following terms and conditions:

- I agree to be responsible for the loss or damage to materials and overdue charges on materials borrowed on my library card, including those borrowed by others with or without my consent.
- I agree to promptly pay all overdue charges, damage, and replacement costs.
- I will observe the library's rules and will give immediate notice of changes in street address, e-mail address, or telephone number.
- I agree to report the loss of my card as soon as possible and know that I am held responsible for materials borrowed on my card up to the time it is reported lost to the library.
- I agree that the parent/guardian named on the account is responsible for young people's use of library materials. I certify that all of the information provided during the application process is true, current, and correct.

Using Another Patron's Library Card

Library cards are not transferable and are for the cardholder's use only. The patron issued the library card must be present at checkout when their library card is used. This includes parents using their child's library card.

Renewing a Library Card

Library cards are set to expire every two years. All fines must be paid at the time of renewal.

GPL will periodically purge inactive library cards. Patrons who attempt to use a library card after its record has been purged will be required to re-register. Patrons are responsible for informing the Library of any change of address, telephone number, email, or parental responsibility for children under age 18.

Library cards applied for online can only be used for digital materials until proof of residency is provided and GPL issues the physical card. Inactive online applications are periodically purged from the database.

Renewing in Person at the Library

To renew a library card, the cardholder can come to the library and present a current ID that lists the cardholder's legal name and current Milwaukee County address. (See the list above for examples.)

Minors without IDs can come to the library with a parent or legal guardian, who must present a current ID listing the parent/guardian's legal name and current Milwaukee County address. The minor and parent/guardian must be present to renew the minor's library card.

Renewing Library Cards Online

Library cards can now be renewed online at mcfls.libwizard.com/f/renewal. The cardholder or the parent/guardian of a minor cardholder must upload a picture of an ID listing the cardholder's or parent/guardian's legal name and current address. (See the list above for examples.) All submitted information will be deleted after the library card is renewed.

Replacement Cards

When a library card is lost or stolen, patrons shall present a valid photo ID with proof of current address. Please report all stolen cards to the Library at 414-321-9595. If a card is presented for checkout before it is reported lost or stolen, the patron will be held responsible for all materials checked out.

Date-Due Receipts

Date-due receipts are printed for all materials checked out at the circulation desk or the self-checkout stations. Due dates are also available online through the CountyCat online catalog. Be sure to check carefully for due dates and keep receipts handy in case there are any questions.

Forgotten Cards

Patrons must present a valid library card to check out library materials. If a registered patron does not have his/her library card, the Library shall accept an alternative form of photo identification.

Acceptable forms of identification for adults aged 18 and above include identification showing their photo and current address. Patrons may bring in a combination of acceptable alternative IDs to have both a photo and current address. Examples include a driver's license, a state-issued identification card, a checkbook, a utility bill, student ID, a passport, or a green card.

For minors without their library card, the GPL will accept current school ID cards, driver's licenses, or learner permits as alternative IDs. Library staff may refuse to accept alternative IDs.

Loan Periods and Fines

Items that have been checked out may be kept for varying periods of time, depending on the item and the owning library. The chart below illustrates the different times and their loan period for GPL materials. **Overdue fines are not charged on children's and young adult materials.**

Item Type	Loan Period	Late Fine	Grace Period
Books, Audiobooks, Music CDs, Magazines, Kits	3 weeks	15¢ per day	3 days
Popular Books* & Book of the Month*	2 weeks	15¢ per day	3 days
DVDs, Library of Things, New Magazines. Tonies	7 days	15¢ per day	3 days
Popular DVDs*	3 days	\$1.00 per day	no grace period
Explore Passes*	3 days	\$10.00 per day	no grace period
Wi-Fi Hotspots*	7 days	\$1.00 per day	no grace period
Video Games	7 days	\$1.00 per day	3 days
Laptops*	3 hours	\$5.00 per hour	no grace period

*items are not renewable

Most 3-week, 2-week, and 7-day items have a three-day grace period. Items returned after the grace period will be charged based on the due date.

When fines on a patron's card exceed \$10.00, borrowing privileges will be blocked until the fine has been paid in full. Fines may be paid in person during regular business hours by cash, personal check, or via the CountyCat online catalog using a credit or debit card. Payments made by credit card have no minimum payment.

Patrons who have items that are overdue for longer than 28 days may also be prevented from borrowing more items until those materials have been returned and the fine paid (please see the Library's overdue materials policy). Patrons with fines will not be allowed to use another individual's library card to avoid payment of fines.

Each MCFLS library sets its own lending, fines, renewal, and replacement policies. Items checked out from GPL may not belong to GPL and may have different lending periods and fines. Please contact the owning library for more details on their loan policies.

Item Renewals

Items eligible for renewal may be renewed in person, over the phone (414-277-0183), or online via the CountyCat online catalog. If you are renewing materials that are due the day you are renewing them online via the CountyCat online catalog, items must be renewed by 11:59 pm/CST to avoid overdue charges. Not all items are eligible for renewal. Items cannot be transferred from one patron's library card to another library card. All items must return to the shelf for at least 24 hours before a patron can check the item out again.

Three week items may be renewed up to 7 days before the due date. Seven-day items may be renewed up to 3 days before the due date.

Item Holds

Items placed on hold via the CountyCat online catalog are available for pickup at the library's open holds shelf. Holds may be placed on holdable library materials in-person at the library, via phone with a staff member, or online in the CountyCat online catalog. Patrons need to have a library card in good standing and a PIN. PINs are assigned at the time of application. GPL staff does not have access to PINs. Patrons who do not know their PIN visit the library to reset it during regular business hours or reset it online through the CountyCat online catalog via the My Account link.

When materials become available, patrons can be notified by phone call, text message, or email. Notices for hold pickup are sent out four times per day: 6:00 a.m., 11:00 a.m., 2:00 p.m., and 6:00 p.m. Items are held for five days from the date the patron is notified. When an item is not picked up, it will be sent back to the owning library or onto the next patron in cases where there is a waiting list. A new hold may be placed on the item, but the patron will go to the bottom of the existing holds list. Patrons may cancel holds by calling GPL or accessing their account online.

Patrons can check out their family members' hold items, but must check them out on their own library card.

Library Card Holds and Checkout Limitations

- 30-item hold limit per card
- 100 item checkout limit per card
- 30 DVD checkout limit per card
- 30 CD checkout limit per card
- 10 video game checkout limit per card
- 10 board game checkout limit per card
- 10 kit checkout limit per card
- 10 software checkout limit per card

Overdue Notices

Notices for materials out past their due date are sent by email and text according to the following schedule:

1 st notice	3 days before the item is due	Text, Email
2 nd notice	1 day overdue	Text
3 rd notice	7 days overdue	Text, Email
4 th notice	14 days overdue	Text, Email, Phone, Mail
5 th notice	28 days overdue, item billed for replacement	Text, Email, Mail

Items not returned by the 60th day after the due date will be declared lost. The patron's account will have the overdue charges removed, and the patron will be billed the full value of the item according to the following schedule:

May be sent to collection agency

60 days after due date*

***Collection Agency fees will be charged to the patron's account**

Interlibrary Loan

Materials not available in the Library or via the CountyCat online catalog may be borrowed from another library. There is currently no fee for this service. Library users are limited to five (5) active interlibrary loan (loans from libraries outside of MCFLS) requests at a time. Please visit the reference desk or call 414-321-9595 to place an interlibrary loan. The overdue fine for Interlibrary Loan items is \$1 day with no maximum fine threshold.

Returning Items

There are several ways items may be returned to the library. There is a materials return located inside the library, which is open during regular business hours. On the south side of the building, there is an outside material return conveniently open 24 hours a day, seven days a week.

Items may also be returned to any public library in Milwaukee County.

Lost and Damaged Items

Major damage to a library item that renders the item unusable to other patrons shall be charged the full replacement cost of the damaged item plus a \$5.00 processing fee. The processing fee covers the labor and supply costs necessary to make the item "shelf-ready" for patron use. Examples of such damages are: water or other liquid damage, animal or child chewing/tearing, ripped or torn covers and/or pages, warping, broken spines, etc.

When a library item has been lost or damaged beyond repair, the borrowing patron or their guardian shall be held responsible for that item's current replacement value. The Library's cost is the actual cost of the item plus a \$5.00 processing fee. Costs for replacement can be found in the item record. Please call the Library for specific details.

The Library does not accept replacement items as a substitution for lost or damaged items in lieu of paying for the item. The patron is responsible for the cost of the item plus the processing fee.

Incomplete returns

Patrons who accidentally return an item without a DVD or CD, forget to include a map with a travel guide, etc.... shall be notified via telephone that the material is missing. Patrons are asked to return the missing piece(s) as soon as possible. Fines will not be charged while the Library waits for the piece(s) to be returned. Reminder calls will be made; however, after 30 days of waiting for the piece(s) to be returned, the Library shall consider the item to be lost and bill the patron for the cost of the item plus a \$5.00 processing fee.

Damage/Missing Items Fee

When an item is returned missing a piece or with a damaged piece, the library may choose to charge the patron a \$5.00 fee instead of charging the patron for the entire replacement cost of the item. Examples of such damage or missing pieces are missing labels or RFID tags, missing or damaged DVD or CD cases, and missing or damaged DVD or CD covers.

Refunds

The Library does not issue refunds for items that have been paid for.

Returned Checks

GPL accepts personal checks for fines and fee payments; however, if a check is returned for insufficient funds, the amount of the check will be placed back in the patron's account. All bank charges for non-sufficient charges are made to the City of Greenfield. Therefore, the patron will be contacted by the City of Greenfield's Finance Department and required to pay the bank processing fee charged to the City plus the original amount of the check. Payments to clear charges must be made in full with cash or money order before the patron can resume borrowing privileges. Past due accounts may be referred to a collections and/or credit reporting company.

The library reserves the right to refuse personal checks from any customer who has previously had checks returned.

Non-Traditional Library Cards

Fee Card

People who live outside of Milwaukee County may purchase a fee card for \$50. This card is valid for one year and allows the cardholder and the cardholder's immediate family to borrow only items owned by the GPL. A fee card is not valid at any other libraries.

To apply for this card, the applicant must complete a fee card application and show two forms of identification. One form of ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See list on page one or examples.)

To renew this card each year, the cardholder must pay the \$50 annual fee, pay all fines in full, and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See list on page one or examples.)

Business Card

Businesses located in Greenfield may apply for a free business card. This card is valid for two years and allows authorized employees to borrow only items owned by the GPL and any business-related items from Milwaukee Public Library's Central Library. A business card is not valid at any other libraries.

To apply for this card, the applicant must complete an application that requires signatures from the business's chief executive officer and financial officer. The applicant must provide a signed letter on the business's letterhead certifying employment and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list on page one for examples.)

To renew this card every two years, the cardholder must pay all fines in full, provide a signed letter on the business's letterhead certifying employment, and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list above for examples.)

Nursing Home/Day Care Center Card

Nursing homes and daycare centers located in Greenfield may apply for a free nursing home/daycare center card. This card is valid for two years and allows authorized employees to borrow only items owned by GPL. A nursing home/daycare center card is not valid at any other libraries.

To apply for this card, the applicant must complete an application that requires signatures from the nursing home or daycare center's director and financial officer. The applicant must provide a signed letter on the nursing home/daycare center's letterhead certifying employment and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list above for examples.)

To renew this card every two years, the cardholder must pay all fines in full, provide a signed letter on the nursing home/daycare center's letterhead certifying employment, and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list above for examples.)

Teacher Card

Teachers who work in a Greenfield school may apply for a free teacher's card. This card is valid for the current school year and allows the cardholder to borrow only GPL-owned items. A teacher card is not valid at any other libraries.

To apply for a teacher card, the applicant must fill out an application that requires the school principal's signature. The applicant must show proof of employment at a Greenfield school and two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list above for examples.)

To renew this library card each new school year, the cardholder must pay all fines in full, provide proof of current employment, and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list above for examples.)

City of Greenfield Employee Card

City of Greenfield employees who live outside of Milwaukee County may apply for a free employee card. This card is valid for two years and allows the cardholder to borrow only items owned by GPL. An employee card is not valid at any other libraries.

To apply for an employee card, the applicant must fill out an application, provide proof of employment at the City of Greenfield, and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list above for examples.)

To renew this card every two years, the cardholder must pay all fines in full, provide current proof of employment, and show two forms of identification. One ID must list the applicant's legal name, and the second must list the applicant's legal name and current address. (See the list above for examples.)

Library	printing b&w	printing color	faxing 1st page	faxing every page thereafter	faxing per page	2 page fax would cost:
Greenfield	\$0.15	\$0.25	\$1.15		\$0.15	\$1.30
Brown Deer	\$0.15	\$0.50				
Cudahy	\$0.10	\$0.50	\$1.50		\$1.00	\$2.50
Franklin	\$0.15	\$0.25	\$1.75		\$1.00	\$2.75
Greendale	\$0.15	\$0.50	\$1.75		\$1.00	\$2.75
Hales Corners	\$0.15	\$0.25	\$1.75		\$1.00	\$2.75
MPL	\$0.15	\$0.30	\$1.75		\$1.00	\$2.75
North Shore	\$0.15	\$0.75				
Oak Creek	\$0.15	\$0.30				
Shorewood	\$0.15	\$0.50				
South Milwaukee	\$0.15	\$0.50			\$1.00	\$2.00
St. Francis	\$0.15	\$0.30			\$1.00	\$2.00
Wauwatosa	\$0.10	\$0.25	\$1.75		\$1.00	\$2.75
West Allis	\$0.10	\$0.50	\$1.50		\$1.00	\$2.50
Whitefish Bay	\$0.15	\$0.50				
FedEx Greenfield	\$0.21	\$0.71			\$2.19 local, \$2.49 long distance	\$4.39 / \$4.98

Greenfield Public Library Fees and Fines Schedule

DRAFT

The following chart applies to ONLY Greenfield Public Library materials—materials from other Milwaukee County Libraries may have different borrowing and fee structures.

Item	Loan Period	Renewals Allowed	Holdable?	Maximum Items Allowed	Overdue Charge Per Day	Grace Period Days	4th Day Overdue Charge	Maximum Overdue Charge	other fines
Books	3 weeks	2	yes	100	\$0.15	3	\$0.60	\$4.95	
Popular Books & the Month	Book of less than 450 pages = 2 weeks	0	no	100	\$0.15	3	\$0.60	\$4.95	
	more than 450 pages = 3 weeks								
DVDs	new adult = 3 days	0	yes	30	\$1.00	0	\$4.00	\$5.00	
	not new, nonfiction & kids = 1 week	2			\$0.15	3	\$0.60	\$4.95	
Library of Things	1 week		yes**	varies by item	\$0.15	3	\$0.60	\$4.95	
CDs	3 weeks	2	yes	30***	\$0.15	3	\$0.60	\$4.95	
Audiobooks	3 weeks	2	yes	30***	\$0.15	3	\$0.60	\$4.95	
Video Games	1 week	2	yes	10*	\$1.00	3	\$4.00	\$10.00	
Tonies	1 week	0	no	10*	\$0.15	3	\$0.60	\$4.95	
Yard Games	1 week	2	yes**	10*	\$0.15	3	\$0.60	\$4.95	
Board Games	1 week	2	yes**	10*	\$0.15	3	\$0.60	\$4.95	
Explore Passes	3 days	0	no	1	\$10.00	0	\$40	cost of item	\$10 for not returning to GPL checkout desk
Wi-Fi Hotspots	1 week	0	no	1	\$1.00	0	\$4.00	cost of item	\$25 for not returning to GPL checkout desk
Interlibrary Loans	3 weeks	0	yes	5	\$1.00		\$4.00	no max	
Magazines	new = 1 week	0	no	100	\$0.15	3	\$0.60	\$4.95	
	not new = 3 weeks								
Kits	3 weeks	2	yes	100	\$0.15	3	\$0.60	\$4.95	
Vox Books	3 weeks	2	yes	100	\$0.15	3	\$0.60	\$4.95	

*Tonies, video games, yard games, and board games combined

**Greenfield pickup only

***Audiobooks and CDs combined

Other Library Fees

Item	Fee
Returned Check	\$25.00
Printing	\$0.15 per page/side black & white
	\$0.25 per page/side color
Faxing	\$1.50 for first page, \$1.00 for each page thereafter
USB Drive	\$5.00
Earbuds	\$2.00
Cloth Bags	\$2.00
Fee Card	\$50.00 per year
Damaged DVD or CD case	\$5.00
Removed RFID tag or labels	\$5.00

GREENFIELD PUBLIC LIBRARY POLICY MANUAL- 2022

SELECTION POLICY

1. PURPOSE

- To select, organize and provide convenient access to materials covering a wide variety of subjects in various forms, including print, audiovisual and electronic, for the interest, information and enlightenment of the residents of Greenfield.
- To provide access to materials and information presenting a variety of opinions on matters of current or historical interest.
- To provide a place where anyone may encounter the original, sometimes unorthodox and critical ideas necessary in a society that depends on free access to conflicting ideas for survival.
- To provide materials which assist the user in self-education, aid in learning and improving job-related skills, broaden horizons and enlarge experience, stimulate thoughtful participation in the affairs of the community, the nation and the world, help in utilizing leisure time.
- To guide the library staff and to inform the public about the policies and principles upon which selection is based.
- Selection is intended to anticipate and support the needs and interest of the residents of Greenfield.

2. RESPONSIBILITY FOR SELECTION

The Library Board delegates responsibility for selection of materials to the Library Director. This responsibility may be shared with the staff.

3. CRITERIA FOR SELECTION

Library staff will rely on, but not be limited to, tools such as Public Library Catalog, Fiction Catalog, Children's Catalog, "Library Journal", "School Library Journal", "Booklist", and "Publishers Weekly".

GREENFIELD PUBLIC LIBRARY POLICY MANUAL- 2022

Criteria will include:

- Present and potential relevance to community needs
- Suitability of subject and style for the intended audience
- Appropriateness and effectiveness of the format
- Suitability of the physical form for library use
- Importance as a document of the times
- Historical value
- Reputation and significance of the author or publisher
- Attention of the critics
- Popular demand
- Budgetary considerations
- Favorable reviews found in standard review sources
- Validity and currency of the materials

4. SCOPE OF THE COLLECTION

Selection of material for adults will not be inhibited by the possibility that it may be accessible to youth. The responsibility for children's use of library materials rests with the parent/guardian.

The library serves the community as a general information center. It will provide reference and some research materials, but will not attempt to be exhaustive. It will rely on cooperation with other institutions in the county and the state for specialized materials.

The library serves all age groups. Although the library recognizes that students are frequent users of its resources, no attempt will be made to supply textbooks. Textbooks, however, may be acquired if they are the best source of information on a subject. The library recognizes that it is the major resource available to preschoolers and those not currently attending school.

Fiction will reflect the differing tastes, interests and reading levels of the library's users. A certain number of the classics will be included, as well as materials for leisure, current fiction and a representation of experimental literature.

5. RELATION TO OTHER LIBRARIES

No library is able to provide all materials needed by all of its patrons or users or residents at all times. In order to serve a wide range of needs, libraries of all types cooperate in the sharing of materials.

GREENFIELD PUBLIC LIBRARY POLICY MANUAL- 2022

The library is part of the Milwaukee County Federated Library System which facilitates this sharing of resources among the public libraries in the county. The State of Wisconsin fosters a program that encourages libraries across the state to share resources. These interchanges of library materials are not a substitute for an adequate community collection, but can be used to supplement that collection (e.g. materials that are in low demand locally or which are out of print).

6. COLLECTION MAINTENANCE

The materials collection will be evaluated on a continuing basis. Material that is worn but still needed will be replaced or rebound. Outdated material and material which is no longer needed will be removed.

7. GIFTS

Gifts will be accepted without commitment as to their final disposition.

The same criteria for adding material to the collection will be applied to purchased and donated items.

8. INTELLECTUAL FREEDOM

The Library Board subscribes, in principle, to the statement of policy on library philosophy as expressed in the American Library Association's Library Bill of Rights; to the definition of Intellectual Freedom set forth by the International Federation of Library Association and Institutions; and to the principles contained in Article 19 of the United Nations Declaration of Human Rights. We unequivocally reject censorship. It is our belief that citizens of the community agree they do not want anyone else deciding for them what they can and cannot read, view or listen to. We believe that, in a democratic society, individuals are capable of making up their own minds. For this reason, the library will attempt to provide many viewpoints on important and controversial issues which give the reader access to a background of varied opinions from which (s)he may make judgments for him/herself. The library recognizes that each individual also has the right to reject for him/herself any material which (s)he does not approve, but (s)he does not have the right to restrict the freedom to read, view or listen of others.

No library material will be labeled by the library for the purpose of rating the suitability of its contents or of making some form of pre-judgment of an item for the user. The library may sequester titles to protect them from theft or injury.

GREENFIELD PUBLIC LIBRARY POLICY MANUAL- 2022

The library adheres to the Library Bill of Rights, the Freedom to Read and Freedom to View adopted by the American Library Association.

9. PROCEDURE FOR ADDRESSING STATEMENT OF CONCERN ABOUT LIBRARY RESOURCES

The STATEMENT OF CONCERN ABOUT LIBRARY RESOURCES form regarding Greenfield Public Library resources may only be filed by Greenfield residents. Filing a STATEMENT OF CONCERN ABOUT LIBRARY RESOURCES will not result in the immediate removal of that item.

- A librarian will speak with the concerned resident to ascertain the objection to the item and provide the complainant with a copy of the Selection Policy.
- If the resident is not satisfied and wishes to pursue the matter, (s)he may be referred to the Library Director or (s)he may complete a Statement of Concern about Library Resources form.
- Upon receipt of the Statement of Concern about Library Resources, the Library Director will initiate an investigation to determine if the material was acquired in accordance with the selection policy.
- The Library Director will report to the Library Board and then reply to the resident in writing.
- If the resident wishes to pursue the matter further, the Statement of Concern about Library Resources form will be presented to the Board at its next regularly scheduled meeting. The complainant, and others, will have the opportunity to present their views.
- The Board will objectively review the material in its full context, evaluating it in terms of the needs and interests of the entire community, and will consider the differing opinions.
- Material that has undergone a challenge may not be re-challenged for twelve months after the decision of the Board.

Adopted by the Greenfield Public Library Board November 13, 1984; revised January 13, 2000 and June 13, 2011; Reaffirmed May 30, 2013; reaffirmed February 20, 2020; reaffirmed February 17, 2022.

The Greenfield Public Library Board of Trustees endorses the American Library Association's Library Bill of Rights, the Freedom to Read Statement, and the Freedom to View Statement as they stand on the date of this policy's adoption.

Library Bill of Rights

<http://www.ala.org/advocacy/intfreedom/librarybill>

Freedom to Read Statement

<http://www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement>

Freedom to View Statement

<http://www.ala.org/advocacy/intfreedom/statementspols/freedomviewstatement>

Collection Development Statement

The Greenfield Public Library (GPL) acquires and makes available materials that inform, educate, entertain, and enrich people's lives. Since no library can acquire all materials, it is necessary to employ a policy of selectivity in acquisitions. Within its financial limitations, the library offers a collection of reliable materials spanning a broad range of knowledge areas. Included are works of enduring value as well as timely materials on current bestseller lists. The purpose of this policy is to guide library staff and inform the public about the principles underlying selection decisions. A policy cannot replace the judgment of librarians, but stating goals and indicating boundaries will assist the library staff in choosing from the array of available materials.

The library's goal is to provide a diverse Greenfield community with materials that reflect a range of views, expressions, opinions, and interests. Specific acquisitions may include unorthodox items, unpopular with the majority, or controversial in nature. The library's acquisition of these items does not constitute an endorsement of their content but rather makes their expression available.

Responsibility for Selection

The final authority for policies governing the selection of materials rests with the Board of Trustees. However, collection development is a process guided through all its stages by the professional expertise of the librarians under the supervision of the Library Director. Therefore, the Board of Trustees delegates to the Library Director and their designated staff the day-to-day responsibility for selecting materials within the framework of this policy.

Selection of Materials

A. Selection Criteria

The following criteria are among those used to determine what is purchased for the collection:

Non-fiction

- Accuracy.
- Authority and reputation.
- Popularity.
- Purpose and importance.
- Style, clarity, and presentation.

Non-fiction may be excluded for inaccurate content, lack of integrity, sensationalism, intent to promote hatred or intolerance, and content that is too limited or specialized. The library does not purchase textbooks. Collection development choices aim to meet the needs of the layperson rather than those of the technical or scholarly specialist. In cases of controversial questions, a variety of opinions and balance are sought whenever possible.

Fiction

- Authenticity.
- Creativity, vitality.
- Literary merit, significance.
- Popularity.
- Style.

The fiction collection encompasses a diverse range of titles, including recreational reading, classic literature, and works representing various styles and periods from different countries, all within multiple genres. The collection shall include titles intended for diverse populations. Controversial books of recognized literary merit may be acquired.

Suggestions are welcome, and the library will consider all requests from Greenfield residents using the same selection criteria applied to other items purchased for the collection.

B. Selection Aids

Materials Selection Sources include:

- Booklist.
- Kirkus.
- Library Journal.
- New York Times Book Review & Best Seller Lists.
- Publishers' catalogs.
- Publishers Weekly.
- School Library Journal.

C. Balance of Collection

The library strives to provide differing viewpoints on all major public interest issues. The inclusion of a particular item does not indicate endorsement of its contents but, instead, is an acknowledgment of the existence of that point of view. The library recognizes that many works are controversial and that any given item may offend some individuals. Selection is not made based on anticipated approval or disapproval but solely on the merits of the individual work. No item in the library's collection is marked or identified to indicate approval or disapproval of its contents or to restrict its use. The library does not rely on private advisory codes or rating services in developing collections, nor does the library remove such ratings if they are an integral part of the item or its packaging.

D. Selection for Children

The goal of collection development for children is to provide materials that suit their varied interests and reading abilities. The same criteria are applied in selecting materials for children as are applied in selecting materials for adults.

Responsibility for the use of library materials by children rests solely with their parents or legal guardians. Selection of or access to materials in any area of the library is not restricted by the possibility that children may obtain materials that their parents might consider inappropriate. The library does not operate in loco parentis. The role of library staff is to assist each family in finding materials suitable for them and to empower caregivers by teaching them how to find materials that are appropriate for their child.

Some books in the Children's collection may not be considered suitable for all adults and children. However, while some books are too mature for one child, other children may be ready for them. We recognize and respect that only each child and their caregiver may decide what material is suitable for their family.

E. Selection for Teens

Materials in this collection are designed to support teens in making a successful transition from childhood to adulthood by providing resources that foster intellectual, emotional, and social development. Extra effort is made to provide this age group with materials that address their concerns openly and honestly, and that meet their recreational, academic, and cultural reading needs.

Emphasizing contemporary trends in teen fiction, the collection includes current information that appeals to the diverse interests of this age group while considering varying reading and developmental levels. To fulfill these needs, the collection will inevitably include materials on controversial and sensitive topics.

Because of the wide range of maturity and reading levels among individual teens, the suitability of any particular item must be determined on an individual basis by the parent or guardian of the teen. Since the resources of the adult collections are readily available and offer a more comprehensive reference capability, teens are encouraged to utilize the entire library's holdings. The Teen collection will focus on sixth through twelfth-grade levels, but they will not be exclusive to that age range and may contain adult titles and resources.

F. Gifts – Please see Donation and Gift Policy

The Greenfield Public Library (GPL) welcomes donations in the form of financial contributions, books, and other materials. Those that fall into the library's collection development policy and are not already held within the library's collection are most welcome. The library's general policy is to accept gifts and donations of materials without restrictions on their use. For more information, please visit: <https://greenfieldlibrary.org/content/Donation%20and%20Gift%20Policy.pdf>.

G. Self-Published Materials

Self-published authors (e.g., print-on-demand, vanity, or subsidized presses) who are City residents (past or present) are welcome to donate their works to the library. Once donated to the library, a self-published work is treated as a gift and is subject to the policy terms outlined in the Donation and Gift Policy. For more information, please visit: <https://greenfieldlibrary.org/content/Donation%20and%20Gift%20Policy.pdf>

H. Electronic Collections

Electronic collections play an important role in the library's collection. These materials include databases, e-books, e-audiobooks, and downloadable and streaming media, where the content is not selected or maintained at the local level but rather by the vendor. Therefore, it is not possible for the library to control when and what titles are added or removed from these collections. The library bases its decisions on providing access to these collections on a variety of factors, including ease of use, uniqueness of content, technology requirements, vendor reputation, customer service, remote access availability, licensing agreements, cost, and sustainability. In addition to standard criteria used in selecting other formats, the library must consider unique selection criteria for electronic materials. The library favors electronic sources that are device and platform-neutral and that support the traditional legal principles of first sale and fair use, key concepts in copyright law.

Maintaining the Collection

Systematic evaluation of library materials is a crucial component of collection development, ensuring a relevant, accurate, and useful collection. Materials that are no longer useful or are not in suitable condition for circulation may be removed from the collection. The decision to withdraw an item from the collection is based on accepted professional practice and the judgment of the Library Director and his/her designated staff within the framework of this policy.

The general criteria for withdrawal of an item from the collection include:

- Availability of updated or revised material
- Circulation and usage
- Condition
- Duplication in the collection
- Inaccuracy of content
- Value as a classic

Challenged Materials Policy

Mission Statement

The mission of the Greenfield Public Library is to create opportunities for lifelong learning, engagement, and enrichment.

Vision Statement

The vision of the Greenfield Public Library is an inspired and engaged community of lifelong learners.

In its selection of materials and programs, the Greenfield Public Library endorses the Library Bill of Rights and the Freedom to Read Statement, and in its selection of materials and programs as adopted by the American Library Association. The United States Constitution requires a procedure designed to focus searchingly on challenged expression before it can be suppressed. Therefore, any attempt, be it legal or extralegal, to regulate or suppress materials in libraries must be closely scrutinized to the end that protected expression is not diminished.

To request that material or programs be considered for exclusion or removal from the library, a patron must do the following:

1. Be a resident of the City of Greenfield. Residents' taxes from this City pay for the materials held by the library; therefore, only residents may request that a material be reconsidered.
2. Be a Greenfield Public Library Card Holder or any library in the Milwaukee County Federated Library System.
3. Have either read the materials or seen/heard the book/movie in its entirety.
4. Have reviewed the Greenfield Public Library's Collection Development Policy and the the Library Bill of Rights.
5. Complete the Greenfield Public Library's Reconsideration of Library Materials Form. Only completed forms will be reviewed by the Library. The Library does not respond to anonymous phone calls, rumors or voiced concerns according to the reconsideration process; however, alternative formats to the form will be made available upon reasonable request.
6. Individual titles will be reviewed once every five years unless substantial content changes have been made.

If the nature of the concern applies to a perceived lack of materials on a given subject or point of view, a patron must do the following:

1. Be a resident of the City of Greenfield. Residents' taxes pay for the materials held by the library. Therefore, only residents may request that material be reconsidered.
2. Have searched CountyCat to verify that the subject or interest area is not represented in our collection, and have submitted a request for purchase through the website or a hard copy in person during regular business hours.
3. Have reviewed the Greenfield Public Library Collection Development Policy and the Library Bill of Rights.
4. Complete the Greenfield Public Library Request for Reconsideration of Library Materials Form. Only completed forms will be reviewed by the library. The library does not respond to anonymous phone calls, rumors, social media posts, and/or voiced concerns according to the reconsideration process; however, alternative formats to the form will be made available upon reasonable request.

Reconsiderations will be considered by a review committee appointed by the Assistant Library Director. The committee's recommendations will be forwarded to the Director, who will make the decision regarding the request. The Library Director will notify the patron of the decision.

In cases where the patron is not satisfied with the response, they may request a review of the request for reconsideration by a review committee consisting of two members of the Library Board, two community experts, and one staff member as appointed by the Library Director. The Library Board will make the final decision regarding the request based on this committee's recommendation. The Library Director will inform the patron of the decision. Content under reconsideration will remain accessible in the library until a determination has been made.

No duly selected materials whose appropriateness is challenged shall be removed from the library except upon recommendation of the review committee, with the concurrence of the Library Director, or upon formal action of the Board when a recommendation of the review committee is appealed to it.



STATEMENT OF CONCERN ABOUT LIBRARY RESOURCES – PATRON FORM

Name: _____ Date: _____

Address: _____ City _____ Zip Code: _____

Home Phone: _____ Other _____

Phone: _____

What type of resource are you concerned about? (circle one)

Book Video or DVD Music CD Magazine Newspaper Content of a Library Program

Other _____

Title or Description: _____

Author/Publisher/Performer : _____

Publication Date: _____

Barcode Number: _____

Current Location in the Library:

What brought this resource to your attention? _____

What concerns you about this resource? Please be specific: _____



What material do you recommend in its place? Or Are there resources you suggest to provide additional information and/or other viewpoints on this topic?

What action would you like the Library to take regarding this material?

Additional comments: _____

SYNOPSIS OF PROCEDURE:

1. Library user will talk with the Reference Desk staff member
2. Library User will complete this "Statement of Concern About Library Resources" form
3. Director will review "Statement of Concern" and make decision
4. Director will report decision to the Library Board
5. Library user will be told of decision in writing
6. User can appeal the decision to the Library Board

Approved by the Greenfield Public Library Board, June 13, 2011; reaffirmed February 20, 2020 & February 17, 2022.

Reconsideration of Library Material Form

The Board of Trustees of the Greenfield Public Library has established a materials selection policy and a procedure for gathering input about items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please complete this form in its entirety and return the completed form to the Library Director.

Greenfield Public Library
ATTN: Library Director
5310 W Layton Ave
Greenfield, WI 53220-4011

Date _____

Name _____

Address _____ City _____ State/Zip _____

Do you represent yourself? Or an organization?

Name of Organization _____

Reviewed applicable Greenfield Public Library (e.g. Collection Development Policy, Challenged Materials Policy, Donation and Gift, Explore Pass , etc.) yes no

Reviewed the ALA Library Bill of Rights and Freedom to Read/View Statement: yes no

1. Resource on which you are commenting: (one form per item)

Title

Author/Producer

2. What brought this resource to your attention?

3. Have you read, viewed, seen, or heard the material in its entirety? If not, what sections did you read, view and/or listen to?

4. What concerns you about the resource? Cite pages as applicable.

5. What do you think the purpose of this work is?

6. What do you feel might result from reading, viewing, or listening to this material?

7. What is good about this material?

8. Have you read any professional reviews of this work? Please list names of critics and sources of reviews.

9. Are there resource(s) you suggest provide additional information and/or other viewpoints on this topic? Please list titles and authors.

10. What would you like done to resolve this situation?

Blair Commercial Painting LLC

1918 MacArthur Rd
 Waukesha, WI 53188 US
 +14144769770
 frankmiles@blairpaintingllc.com
 www.blaircommercialpainting.com



INVOICE

BILL TO	SHIP TO	INVOICE	20429
Jennifer Einwalter	Greenfield Public Library Repaint	DATE	02/25/2025
City Of Greenfield	5310 W Layton Ave	TERMS	Net 15
7325 w Forest Home Ave	Greenfield, WI 53220	DUE DATE	03/12/2025
Greenfield, WI 53220			

ACTIVITY	QTY	RATE	AMOUNT
Sales We propose to furnish all materials, equipment, and labor, subject to any exclusions listed below, required to complete the following: Time & material project with an hourly rate of \$75 per hour plus materials. At final completion of the project we will provide you with the total labor hours and total dollar amount of materials purchased.	406	75.00	30,450.00
Sales Material material for project Paint, Sundries & Lift	1.4036 697	2,725.00	3,825.00
Sales Paint Drywall First we will fill any Cracks or Dings in the walls by skimming with drywall mud or something similar then we will sand smooth. Then we will spot prime those areas with a latex primer. We will also Prime full walls as needed to be determined by the colors that are chosen for each wall. We will then apply 1 to 2 coats of Hallman Lindsay Earthscapes. We will only second coat walls if the walls did not cover well with just 1 coat. The walls we fully prime will need 2 coats.	0		0.00
Sales Included All labor, materials, insurance and a 1-year warranty.	0		0.00
Sales Exclusions Excluded BCP removing items from the walls.	0		0.00

Excluded BCP pulling Book Shelves away from walls.

Thank you for your business. We accept checks for payment mailed to 1918 MacArthur Rd, Waukesha, WI 53188. We also accept ACH Payments for the fastest and easiest way to pay this invoice. Thanks Blair Commercial Painting, LLC.
Please make checks payable to Blair Commercial Painting LLC.

PAYMENT

20,000.00

BALANCE DUE

\$14,275.00

Thanks,

Frank Miles
Blair Commercial Painting LLC
414-688-7766

[Pay invoice](#)



**Greenfield
Public Library**

Library Hours

Monday-Thursday: 9:00 AM - 8:30 PM

Friday: 9:00 AM - 6:00 PM

Saturday: 9:00 AM - 4:00 PM

Sunday: CLOSED Memorial Day - Labor Day

Library Closures in 2025

January 1

April 18 & 20

May 24 - 26

May 29

July 4 - 5

August 30 - September 1

November 27 - 30

December 24 - 25

December 31



[Facebook.com/greenfieldpubliclibrary](https://www.facebook.com/greenfieldpubliclibrary)



[instagram.com/greenfieldlibrarywi/](https://www.instagram.com/greenfieldlibrarywi/)

SUMMER 2025 PROGRAMS



**Greenfield
Public Library**

CAMP

GREENFIELD



**5310 W Layton Ave
Greenfield, WI 53220
(414) 321-9595
greenfieldlibrary.org**



*All events and programs are free.
No registration required unless otherwise stated.
See YOU at the library!! Page 31 of 40*



Summer Reading Challenge June 1 - August 2

Book lovers of all ages are invited to participate in our Summer Reading Challenge. Sign up and log your reading at greenfieldlibrary.beanstack.org or pick up a reading log at the Adult Reference Desk or the Children's Desk. Read at least 15 minutes a day, five days a week to earn an entry (one per week) into our grand prize drawing. Participants will receive a pair of sunglasses at their first check-in, while supplies last.

1000 Books Before Kindergarten

Develop your child's early literacy skills, teach them to love books, and prepare them for school by participating in 1,000 Books Before Kindergarten. Visit the Children's Desk or greenfieldlibrary.org/kids-and-families/1000-books-before-kindergarten/ to register your child. All children who complete the program will earn a free book.



Digital Library

available at greenfieldlibrary.org/online-resources



ancestry

Ancestry - Includes more than 1.5 million names in records from the United States Census, Military, Court, church records, and directories. (In Library Use Only)



Consumer Reports Magazine provides independent, unbiased product testing and reviews.



Milwaukee Journal Sentinel is now available online. Explore Milwaukee history through local news, events, and people with this collection. Search current and archived issues with full-color newspaper pages, full-text articles and content only published online. Also available remotely 24/7 for Greenfield residents on any device.



Udemy offers over 10,000 on-demand online video courses related to business, technology, and personal growth. Udemy courses are available on-demand, so they can be started at any time. Learners will also receive a certificate of completion when they finish a course.



Stream movies, documentaries, foreign films, and more for free. Available to City of Greenfield residents only. Limit of 10 downloads per month.



Open up a world of languages to young learners! Learn Chinese, English, French, German, Italian, and Spanish. Available through Transparent Language Online.



Learn a new language with Transparent Language. With courses in over 100 languages, Transparent Language offers an effective and fun tool for learners of all levels. They even have English courses in 26 different languages.



Libby.

Libby is the reading app for your library powered by Overdrive. Borrow eBooks and audiobooks. Visit Wisconsin Digital Library for access via computer at wplc.overdrive.com

Beyond Books

Library of Things

The Greenfield Public Library has much more than books and DVDs to check out. We also have...

- Yard Games
- Board Games
- Video Games
- Tool Kits
- Baking Supplies
- WiFi HotSpots
- Sporting Equipment

Scan for a full list of
Library of Things items!



Explore Passes

We now have Explore Passes to local attractions available for 3 day checkout. Passes include Betty Brinn Children's Museum, Discovery World, Harley-Davidson Museum, Milwaukee Art Museum, Mitchell Park Domes, and Schlitz Audubon Nature Center.

Scan to check
Explore Pass
availability!



Jigsaw Puzzle Exchange

A lot of puzzles are completed once, put away, and are never used again. Now you can get the joy of experiencing a new puzzle without having to buy one! Greenfield Public Library now has an ongoing puzzle exchange spot next to the Adult Reference Desk where you can donate an old puzzle or take a new one home with you. No checkout required.

CHILDREN & FAMILY PROGRAMS

Family Story Time [all ages]

Tuesdays & Thursdays, 10:30-11:00 AM
June 3 - July 31

Come one, come all for a story time geared towards all kids! We'll read books, sing songs, and do a craft.

Outdoor Story Time [all ages]

Two Fridays, 10:30-11:00 AM
June 20 & July 18

Join us at Konkel Park's gazebo for a fun outdoor story time! We'll enjoy nature as we listen to stories and sing songs.

Stuffy Sleepover [all ages]

Monday, June 9, 5:30-6:30 PM

Bring your stuffy for a sleepover! We'll read our stories, play some games, and do some crafts. Come pick your stuffy up the next day and check out some photos of the silly things they got up to overnight!



Summer Reading Camping Kick-Off [all ages]

Saturday, June 14, 1:30-3:00 PM

Welcome to Camp Greenfield! Families are invited to celebrate the beginning of summer and enjoy camping-themed games, crafts, and other fun. Don't forget to sign up for our all-ages summer reading challenge.



CHILDREN & FAMILY PROGRAMS

Kids Paint Along [ages 6-11]

Tuesday, June 17, 6:00-7:00 PM

Kids ages 6-11 will paint their own work of art with step-by-step instructions and lots of room for creativity! All materials are provided. Space is limited to 30 kids, and registration will open one week in advance at 9 am. Register online at www.greenfieldlibrary.org/kids-and-families/programs-events.php. Registration will close, and the link will be removed when registration is full. All supplies and tools provided. First come, first served. Unfortunately, due to cost and staffing capacity, we cannot increase the registration limit of 30 or offer a waiting list. This program is co-sponsored by the Southwest Suburban Health Department.

Ms. Kim's Amazing Animals [all ages]

Thursday, June 19, 1:30-2:30 PM & 3:30-4:30PM

Ms. Kim is an animal educator who brings live animals for an interactive show that educates and entertains. You might meet snakes, tortoises, birds, and a hedgehog! Ms. Kim will be here for two separate shows. Please attend only one show to ensure others have the opportunity to see it.

Bluey Day [all ages]

Tuesday, June 24

11:30 AM-1:00 PM, 2:30-4:00 PM, 5:30-7:00 PM

Bluey will be here for photos and fun during three separate times throughout the day: 11:30 AM-1:00 PM, 2:30-4:00 PM, and 5:30-7:00 PM. We'll also have activities available while you're waiting to visit Bluey!



Mad Science [all ages]

Thursday, June 26, 6:00-7:00 PM

This spectacular science show educates and enthralls kids of all ages. Watch cool experiments on the principles of air and pressure, like a dry-cleaning bag that becomes a hot-air balloon. You'll be blown away!

Announcements

Hold Hub Smart Lockers

The library now has smart lockers for 24/7 contactless holds pickup. Choose Greenfield Locker as the pickup location when placing your holds. You will be notified by email or text when your item is in the locker and ready for pickup. To open your locker, just scan the QR code or enter the PIN in your email or text notification. Items will already be checked out to you. Just grab them and go!

E-Newsletter

Stay up-to-date on everything going on at the library through our monthly e-newsletter, delivered straight to your email inbox. Sign up at www.greenfieldlibrary.org/e-newsletter.php.

Item Donations

Decluttering your home? Please consider donating books, DVDs, music CDs, vinyl records, and games you no longer use. Drop off donations at the Check Out Desk. All donations will go in our book sale, and proceeds will help fund library programs and services. Thank you for your consideration!

Puzzles

When you've finished putting together your puzzles, please consider donating them to the library's puzzle exchange. We're looking for gently used puzzles with all of their pieces for all ages. We are especially in need of puzzles for children. Drop off your puzzles at the Check Out Desk.



BOOK DISCUSSIONS

History Book Club

Fourth Tuesdays of the Month, 7:00-8:00 PM

The History Book Club is a critical, yet social conversation for those who enjoy learning about and discussing history. All are welcome, even those who did not read the book but enjoy history! We will be meeting in person at Greenfield Library, but you can also join us virtually via Zoom. Contact Phil at phils@greenfieldwi.us or (414) 321-9595 ext. 4116 for more details and to register.

June 24: The Mosquito: A Human History of Our Deadliest Predator by Timothy C. Winegard

July 22: Brave Hearted: The Women of the American West by Katie Hickman

Adult Book Discussion

Second Wednesday of the Month, 7:00-8:00 PM

June 11 & July 9

Meet us at the library to talk about books, or join the discussion on Zoom! For the Zoom meeting link, contact Emily at emilya@greenfieldwi.us or (414) 321-9595 ext. 4106.

June 11: The Berry Pickers by Amanda Peters

July 9: How to Read a Book by Monica Wood

Afternoon Book Talks

Third Thursday of the Month, 2:00-3:00 PM

June 19 & July 17

Join us for Afternoon Book Talks featuring some of the best and most popular novels of today! Same book club format that you love, different time slot and titles! Come prepared with questions and talking points, and be sure to read the novel before each meeting. Contact Gabriel for more info at gabriels@greenfieldwi.us or (414) 321-9595 ext. 4101.

June 19: Isola by Allegra Goodman

July 17: Dream Hotel by Laila Lalami

CHILDREN & FAMILY PROGRAMS

Dinosaur Dimensions [all ages]

Tuesday, July 15, 6:00-7:00 PM

Meet the dinosaurs during this interactive, informative show featuring a fantastic collection of realistic puppets. Meet and get photos with a Triceratops, a Raptor, a Pteranodon, and a T-Rex!



Pint Size Polkas [all ages]

Tuesday, July 29, 1:30-2:30 PM

This polka show rolls magic, comedy, and education into one live performing arts package guaranteed to bring a smile to the faces of young and old alike! Enjoy trivia, jokes, and music that invites you to dance along.

Swiftie Party [all ages]

Thursday, July 24, 6:00-7:30 PM

Calling all Swifties! Come celebrate your favorite musical artist with an evening of music, games, snacks, and more! Dress in your Swiftie gear! This program is co-sponsored by the Southwest Suburban Health Department.



End of Summer Party [all ages]

Thursday, August 7, 1:30-3:00 PM

Celebrate the end of summer and the close of Camp Greenfield with frozen treats, games, and BINGO!



CHILDREN & FAMILY PROGRAMS

Big Blue Blocks Playdate [all ages]

Mondays, 10:00 AM-12:00 PM

June 2 - July 28

Build with our giant-sized foam blocks, including cylinders, bricks, chutes, and channels. Let your imagination inspire you to create cool things!

Kids Take and Make Kits [all ages]

Thursdays, 9:00 AM

June 5 - July 31

Take home a craft kit that kids of any age will enjoy. Kits will be available for pick up in the Children's Library on a first-come, first-served basis.

LEGO Club [all ages]

Mondays, 1:30-2:30 PM

June 16 - July 28

Kids of all ages are welcome to join LEGO Club! We'll have a theme or challenge, build our creations, and display our creations in the Children's Library. LEGOs will be provided.



Creation Station [all ages]

Wednesdays, 10:30 AM-11:30 AM

June 4 - July 30

Kids of all ages will explore art with both crafts and open-ended activities. Drop-in for creativity and fun! First-come, first-served while supplies last.



Afternoon Adventurers [ages 6-11]

Thursdays, 3:00-4:00 PM

June 26 - July 24

Join Miss Hanna on Thursdays for a fun hour of games, crafts, projects, and other adventures!

ADULT PROGRAMS



See some great films at Greenfield Library's Tuesday Matinee Movies. Starting June 10, we will be showing a variety of new and classic movies. For R-rated films, those under 18 MUST be accompanied by a parent or guardian.

Movies:

June 10: The African Queen (1951) (PG - 1:45)

June 17: The Best Exotic Marigold Motel (2011) (PG-13 - 2:04)

July 1: Cool Runnings (1993) (PG - 1:38)

July 8: March of the Penguins (2005) (G - 1:20)

July 15: Eight Below (2006) (PG - 2:00)

July 22: Miracle (2004) (PG - 2:15)

Jigsaw Puzzle League

June 2 - August 29

Can't get enough jigsaw puzzling action? How about a league? Create a team of no more than four puzzlers and take on three 500-piece puzzles that must be completed onsite between June 2 and August 29. Want to do them all in the first couple days of June? Go for it! Want to space it out? Awesome! We will time you, and the team with the lowest combined time will win the grand prize! Registration required. Contact Phil at phils@greenfieldwi.us or (414) 321-9595 ext. 4116 for more details and to register your team.



ADULT PROGRAMS

Melinda Myers: The Birds and the Bugs Tuesday, July 8, 3:00-4:00 PM

Join us as we learn from Wisconsin's own gardening expert, Melinda Myers, on how to protect your garden from pesky bugs! In this pre-recorded video, Melinda will teach us how to identify critters we may find in our gardens, which ones may bring harm or aid, and how to attract birds (specifically hummingbirds!) that can help ward off pests.



Jim Nelsen "Strange Milwaukee" Talk Wednesday, July 16, 6:30-7:30 PM

Milwaukee's image is one of quaint nostalgia: beer, bratwursts, bowling, and Laverne & Shirley. But Milwaukee is a lot more than those stereotypes. Milwaukee historian Jim Nelsen will guide you through all sorts of Milwaukee lore that even long-time residents don't know about. Come for the history lesson; stay for the oddity!



William Pack "Death Defying Acts - The History of the Circus" Talk Wednesday, July 23, 6:30-7:30 PM

Barnum may be the biggest name, but he was only a small part of the grand story of the circus. William Pack will take you on a fantastical journey through the history of the Circus, from Phil Astley's creation of the modern circus in 1768 to Dan Rice (the most famous man you've never heard of) to the incredible feud between P.T. Barnum and the Ringling Brothers. You'll hear stories of triumph, disaster, and the grand adventure of the traveling circus. Experience the story of those who gave their lives to the show and became legends in the process.



SUPPORT THE LIBRARY



Turn the Milwaukee Milkmen Green for an Afternoon of Baseball and Community Fun!

Sunday, July 13, 1:00 PM

Location: Franklin Field - 7035 S. Ballpark Dr., Franklin, WI

Join us for an "udderly" amazing afternoon at the ballpark while supporting Greenfield Public Library, the Greenfield Education Foundation and the Greenfield & Whitnall School Districts! This family-friendly fundraising event includes free parking and plenty of fun for all ages. Buy your tickets starting by visiting our website at www.gofevo.com/event/GPL25.

Proceeds from online ticket sales and game day activities will benefit these four organizations, helping to provide essential resources for local families and kids. Don't miss out on an affordable, action-packed day of baseball and community spirit! See you there! 🕒❤️



Scan to
purchase
tickets!



TWEEN & TEEN PROGRAMS

Contact Alex at (414) 321-9595 ext. 4104 or at Alex.Domnick@greenfieldwi.us for more information about the tween and teen programs.

Teen Crafts [ages 13-18]

First Tuesday of the Month, 4:00-5:00 PM

June 3 & July 1

Registration is required. Register online at www.greenfieldlibrary.org/teens/programs-events.php. Registration opens one week before the program.

June 3: Canvas Chalkboards: Turn a regular canvas into a mini chalkboard using paint!

July 1: Mini Bookcases: Using tins, make your own bookcase using the covers of your favorite books!

Diamond Dot Painting [ages 12-18]

Tuesday, July 22, 6:00-7:00 PM

By using an applicator to place tiny “diamonds” on a canvas, tweens and teens can create sparkling works of art. Space is limited to 30 teens, and registration will open one week in advance at 9:00 AM. Register online at www.greenfieldlibrary.org/teens/programs-events.php.

Registration opens one week before the program. Registration will close, and the link will be removed when registration is full. All supplies and tools provided. First come, first served. Unfortunately, due to cost and staffing capacity, we cannot increase the registration limit of 30 or offer a waiting list. This program is co-sponsored by the Southwest Suburban Health Department.

Tween and Teen Movie [ages 10-18]

Wednesday, July 23, 3:00-5:30 PM

Join us for snacks and fun while we watch Twilight! Registration is encouraged but not required. Register online at www.greenfieldlibrary.org/teens/programs-events.php.



ADULT PROGRAMS

Cribbage Club

First and Third Wednesday of the Month, 2:00-4:00 PM

June 4 & 18, July 2 & 16, August 6 & 20

Whether you are just interested in learning to play, or have won a few Cribbage tournaments in your day, the Greenfield Aces Cribbage Club is a perfect place for players of all levels to come together over a classic pastime! Please note, new day!

Write Club: A Club for Writers

Last Wednesdays of the Month, 6:30-8:00 PM

June 25 & July 30

This peer-supported writing group will provide both experienced and novice writers the chance to discuss the craft of writing, do some writing exercises, and celebrate one of our favorite pastimes. From blogger to novelist to poet and beyond, writers of all ages and backgrounds are welcome. Contact Phil at phils@greenfieldwi.us or (414) 321-9595 ext. 4116 for more details.

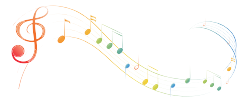


Open Acoustic Jams

First Wednesdays of the Month, 6:00-7:30 PM

June 4, July 2, August 6

Grab your guitar, banjo, ukulele, or any other unplugged instruments you may have and bring them to the Greenfield Library. Bring some friends and play with fellow community members. Can't fit your piano through the door? Play ours! Can't play? Stomp and sing along! Let's make some great music together! Contact Phil at phils@greenfieldwi.us or (414) 321-9595 ext. 4116 for more details.



Tech Help

Available by Appointment (no appointments available in June)

Have a new device and not sure where to start? Need some help with a Microsoft Word document or Excel spreadsheet? For these basic questions and other similar issues, you can make an appointment for one-on-one private assistance! Contact Gabriel at gabriels@greenfieldwi.us or (414) 321-9595 ext. 4101 to schedule an appointment. Please note that hardware issues, such as personal printers and smart TVs, fall outside of the support we can offer.

ADULT PROGRAMS



DIY Terrarium Workshop

Wednesday, August 20, 6:30-7:30 PM

Did you know that you can make your own self-sustaining ecosystem in something as small as a glass mason jar? Welcome to the world of terrariums! By participating in this program, you will learn about what a terrarium is and how it works, and you will get to make your own personal terrarium.

Registration is required (max 20 participants).

Register online at

www.greenfieldlibrary.org/adults/programs-events/beginning Monday, July 21.

Showcase Your Creativity in the Tiny Art Show!

July 1 – July 25

Unleash your artistic talents in our Tiny Art Show! Starting Monday, June 9, stop by the library to pick up a Tiny Art Kit containing everything you need to create a mini masterpiece. Each kit includes a 3"x3" canvas, acrylic paint, and brushes. 100 Tiny Art Kits will be available on a first-come, first-served basis—don't miss out!

Once your artwork is complete, return it to the library by Friday, June 27, to be featured in our Tiny Art Exhibit, on display from July 1 – July 25.



New for 2025: Community Choice Voting!

This year, Greenfield gets to vote for their favorite tiny art in each age category!

Age Categories: 🧒 Kids (Ages 6-8), 🧑 Tweens (Ages 9-12), 🧑 Teens (Ages 13-17), and 🧑 Adults (Ages 18+)

TWEEN & TEEN PROGRAMS



Toaster Oven Baking [ages 13-18]

Third Wednesday of the Month, 4:00-5:00 PM

June 18 & July 16

Calling all aspiring bakers! Join us to make some treats and see what a toaster oven can do! Space is limited and registration is required. Register online at www.greenfieldlibrary.org/teens/programs-events.php. Registration opens two weeks before the program.

Brush and Slush [ages 12-18]

Tuesday, July 8, 6:00-7:00 PM

Tweens and teens ages 12-18 will paint their own work of art with step-by-step instructions and lots of room for creativity! Space is limited to 30 teens, and registration will open one week in advance at 9 am. Register online at www.greenfieldlibrary.org/teens/programs-events.php. Registration opens one week before the program. Registration will close, and the link will be removed when registration is full. All supplies and tools provided. First come, first served. Unfortunately, due to cost and staffing capacity, we cannot increase the registration limit of 30 or offer a waiting list. This program is co-sponsored by the Southwest Suburban Health Department.



Tween and Teen Anime Club [ages 10-18]

Second Friday of the Month, 3:00-4:30 PM

June 13 & July 11

Watch anime on our big screen, create anime-themed crafts, munch on Japanese snacks, and make new friends while discussing all things anime! Registration is encouraged but not required. Register online at www.greenfieldlibrary.org/teens/programs-events.php.



ADULT PROGRAMS

Library Jeopardy

Third Thursday of the Month, 6:00-7:00 PM

June 19, July 17, August 21

Come join us for a trivia contest inspired by Jeopardy. Participants can play alone or on a team of no more than three people. Participants will need an electronic device to connect to the internet, such as a smartphone, tablet, or laptop. You can borrow one of our laptops if you don't have one. Registration required to borrow one of our laptops (individual or one team member), otherwise, no registration required. Email Kenny at kennys@greenfieldwi.us to register for a laptop.



Open Play Chess

First Thursday of the Month, 6:00-7:30 PM

June 5, July 3, August 7

Players of all skill ranges are welcome to play the classic game, chess. Feel free to use one of our sets or bring your own.



Sheepshead Club

Second Monday of the Month, 2:00-4:00 PM

June 9, July 14, August 11

We have heard that the Sheepshead playing community is alive and well here in Greenfield, so we are now offering a chance for players to gather at our library and enjoy the beloved card game. Open to all experience levels! Please note, new day and time!

Take and Make Craft Kits

Second Thursday of the Month at 6:00 PM

June 12, July 10, August 14

Each kit contains supplies and instructions to complete a craft. Kits are available on a first-come, first-served basis and limited to two per person/household.



ADULT PROGRAMS

Big Brain Trivia Night

Wednesday, June 18, 6:30-8:00 PM

Put your thinking caps on and bring some friends for an intense battle of wits via our team trivia. Do you have the answers? You had better! Plus gift cards for the winners! Come down to GPL for some awesome team trivia action! Contact Phil at phils@greenfieldwi.us or (414) 321-9595 ext. 4116 for more details.

Fun with Friends: A Diverse Abilities Program

One Thursday a Month, 11:30 AM-12:30 PM

June 26 & July 24

This social, activity hour is intended for adults with intellectual and developmental disabilities, but people with all levels of ability are welcome! Let's get together for games, crafts, and music & moving activities. Registration is encouraged but not required. Register in person or by phone at (414) 321-9595 ext. 4127.



GPL Seed Library

Available throughout the grow season

Do you love gardening and seeing your plants grow? Are you eco-minded and want to help sustain our ecosystem? If you answered yes to either, then you would love our Seed Library! We have thousands of seeds for native Wisconsin plants and heirloom fruits, veggies, and herbs, all of which are available for free to our community along with helpful resources. Stop into the library and check out our display!

