



**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.