



GREENFIELD PUBLIC LIBRARY BOARD
Thursday, August 21, at 6:30 PM
Second 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 6:32 p.m.

On roll call in attendance were Alderman Andrew Drzewiecki, Connie Hughes, Creston Flemming, Sue DeWitt, Amber Lococo, Brittany Haiser, Marie Cardenas, and Sarah Dunmire

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

2. Public comment (information) - none

3. Comptroller's report (information)

Brittany reported on accounts payable invoices of note: Foremost Doors for a study room door installation and Baker & Taylor subscription fee; everything else routine.

Financials: 98.37% of revenue is in for the year; expenditures are at 55.57% for the year; nothing noteworthy.

4. Consent Agenda (Action)

- a. Approval of the July 17, 2025, minutes**
- b. Approval of the July 2025 financial report**
- c. Approval of the July 2025 invoices**

5. Items pulled from the consent agenda for discussion (Action) - none

Amber motioned to approve consent agenda and Connie seconded; motion passed unanimously.

6. President's Report (information) - none

7. Old Business

a. Report and discussion regarding 2026 budget

Jennifer presented the proposed 2026 budget. She requested a 1.3% increase from 2025. The biggest changes are in salary and wages. The Finance Department suggested Jennifer budget for just employees who take the insurance and not all employees who are eligible. The proposed 2026 budget is currently balanced.

Library needed the air conditioner repaired in the IT part of the basement. This will be a \$7,000-\$9,000 bill. The City offered to pay for the repair. Mayor wants to show his support for the library.

Capital projects: This year the west side of the roof is going to be replaced. In 2027 the east side will be replaced. Jennifer requested to have the carpeting replaced in 2027.

8. New Business

a. Report and discussion regarding Civic Education Programming

Jennifer investigated presenters who could do in-person program since virtual isn't popular with the library's patrons. Jennifer presented information on 4 historic presenters/impersonators.

Jennifer booked a local presenter who has a program on women that helped found America for an April program. She also is a Laura Ingalls Wilder impersonator.

b. Report and discussion regarding recent building repairs

Elevator pit flooded because the sump pump broke. DPW replaced the pump. This happened before the big rainstorm on August 9.

Ideal Mechanical is fixing the air conditioner. Library received quotes from Dillet and Ideal Mechanical.

9. Library Director's Report (Information)

Emily presented Summer Reading report. Summer Reading Challenge participation numbers were about the same as 2024. Summer programming attendance was down, but that is because the library discontinued the art fair, which drew a large crowd.

Jennifer reported that last year library offered 30% more programs than it did in 2023 and had a 50% increase in attendance.

Jennifer provided a list of Summer Reading Challenge winners and fall events brochure.

For Library Card Signup Month in September, the library will be receiving water bottle stickers to hand out to patrons.

Jennifer created a draft of new board directory. Jennifer will make needed changes and share with staff.

Jennifer attended the Digipalooza conference last week and learned about new services Overdrive is offering libraries. She is going to meet with Steve Hesel from MCFLS to discuss the library's options and express a need for more e-Audiobook access.

Jennifer is working on creating a bulletin board policy.

Connie and Barbara Rutkowski are working together to choose historical Greenfield photos to hang in the library. Barbara was a member of the Greenfield Historical Society.

The library is closing for Labor Day weekend and then will open again on Sundays until Memorial Day weekend.

10. New items for placement on the next agenda (Information) - none

11. Next Meeting: September 18, 2025, at 6:30 PM

12. Adjournment (Action).

Connie motioned to adjourn the meeting at 7:42 p.m. and Amber seconded; motion passed unanimously.