



GREENFIELD PUBLIC LIBRARY BOARD
Thursday, September 18, 2025, 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 Amber Lococo at 6:33 p.m.

On a roll call, those in attendance were Sarah Dunmire, Marie Cardenas, Amber Lococo, Sue DeWitt, Connie Hughes, and Kyle Sundby. Creston Flemming and Andy Drewzewicki were excused.

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

2. Public comment (information) – 5-minute limit per person. - none

3. Comptroller's report (information)

Accounts payable invoices of note: \$16,316.00 for FE Technologies sorter maintenance, yearly contract for service calls and preventative maintenance. 2026 Ebsco renewal for \$5800. Kolster Landscapes for \$2305.50.

Budget: 98.58% of revenue is in, and expenditures are at 63.5% for the year.

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

Kyle motioned to approve the consent agenda and Connie seconded; roll call vote taken and motion passed unanimously.

6. President's Report (information) – none

7. Old Business

a. **Report and Discussion regarding 2026 budget**

The tax levy was decreased by \$3,256. The Library is requesting a 1.07% tax levy increase for the 2026 budget.

8. New Business

a. **Report, Discussion, and Decision 2026 Library Closed Dates**

Jennifer presented a proposed calendar of closed days, which includes one paid staff training day, 10 paid holidays, one paid floating holiday, 21 unpaid closed days, for a total of 32 closed days.

Connie motioned to approve the 2026 Library Closed Dates, and Kyle seconded; motion passed unanimously.

9. Library Director's Report (Information)

Jennifer reported that there is a new Buildings and Facilities Manager, Kent Perleberg. Kent is going to explore other options for our HVAC maintenance, and he's working with ShurClean to develop a carpet cleaning contract.

Circulation of physical items is up 6% through August, and eBook and e-audiobook circulation is up a little over 1%.

Jennifer recently met with Steve Hesel from MCFLS and Karli Pederson from MPL to discuss increasing funding for Libby purchases. They proposed to LDAC that libraries would move their Hoopla funds to Libby. All library directors at the September LDAC meeting agreed to contribute more to Libby. Most libraries are going to drop Hoopla and put their money into a Libby Advantage Account. 15% of Greenfield's circulation last year was for electronic resources.

The library has a partnership with Boswell Books, and we are having an author visit with Max Brallier. Sue will promote the visit in the Middle School Library.

Connie met with Barbara Rutkowski from the Greenfield Historical Society, and they went through the Historical Society's photos. Barbara is looking into other sources as well, but there are some that they could use to hang in the Library for decoration.

Emily reported on new and popular item overdue statistics that she has been keeping since March 2025. The percentage of new and popular items that are overdue has varied. On March 21, 2025, 7.05% of these items were overdue, and on September 12, 2025, 10.22% were overdue. This increase is more likely due to being a busy time of year for circulation and not from the library going fine-free. The increase is minimal.

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

Connie would like to discuss 250th anniversary of the United States in 2026 and ideas for programming around the Constitution and other ways the library could celebrate.

11. Next Meeting: October 16, 2025 at 6:30 PM

12. Adjournment (Action).

Connie moved to adjourn the meeting at 7:17 p.m. and Marie seconded; motion passed unanimously.