



**GREENFIELD PUBLIC LIBRARY BOARD**  
**Thursday, October 16, 2025, 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) – 5-minute limit.
3. Comptroller’s report (Information)
4. Consent Agenda (Action)
  - a. Approval of September 18, 2025, minutes
  - b. Approval of the September 2025 financial report
  - c. Approval of September 2025 invoices
5. Items pulled from the consent agenda for discussion (Action)
6. President’s Report (Information)
7. Old Business
  - a. Report and discussion regarding the 2026 budget
8. New Business
  - a. Report, Discussion, and Decision regarding a Social Media Policy  
Report, Discussion, and Decision regarding a Submission Policy for Authors & Publishers
  - b. Report, Discussion, and Decision regarding the purchase of a train table from 3Branch
  - c. Report, Discussion, and Decision regarding a request for programming about the Birthday of America and the Constitution
9. Library Director’s Report (Informational)
10. New items for placement on the next agenda (Information)
11. Next Meeting: November 20, 2025, 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. 10/10/25



**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 250<sup>th</sup> 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.

REVENUE AND EXPENDITURE REPORT FOR GREENFIELD  
 PERIOD ENDING 09/30/2025

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 09/30/2025	ACTIVITY FOR MONTH 09/30/2025	AVAILABLE BALANCE	% BDGT 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	55,762.62	0.00	(1,701.62)	103.15
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	10,939.08	985.30	3,060.92	78.14
100-0000-467.1020	PHOTO COPIES	10,000.00	9,626.47	1,478.10	373.53	96.26
100-0000-467.1030	PROGRAMS	0.00	0.00	0.00	0.00	0.00
100-0000-467.1040	FINES	10,000.00	11,168.42	714.45	(1,168.42)	111.68
100-0000-467.1050	FINES - MCFLS SUSPENCE	100.00	144.86	0.00	(44.86)	144.86
100-0000-467.1070	OTHER	0.00	(412.15)	(67.33)	412.15	100.00
100-0000-480.1000	DONATIONS GENERAL	0.00	1,833.78	72.59	(1,833.78)	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	82.37	0.00	17.63	82.37
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	20,000.00	0.00	20,000.00	50.00
Total Dept 0000		1,566,521.00	1,547,405.45	3,183.11	19,115.55	98.78
TOTAL REVENUES		1,566,521.00	1,547,405.45	3,183.11	19,115.55	98.78
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	631,583.58	67,949.11	219,194.42	74.24
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	103,572.09	12,280.21	119,947.91	46.34
100-3001-515.1100	EMPLOYER TAXES-FEDERAL	65,085.00	46,455.10	4,981.11	18,629.90	71.38
100-3001-515.1500	PENSION-GENERAL	54,906.00	41,226.69	4,428.08	13,679.31	75.09
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	24,581.17	0.00	8,418.83	74.49
100-3001-524.1200	EQUIPMENT MAINTENANCE	40,000.00	19,188.67	97.34	20,811.33	47.97
100-3001-530.0100	OFFICE SUPPLIES/SM \$ ITEM	15,000.00	7,720.64	0.00	7,279.36	51.47
100-3001-530.0700	PRINTING	18,000.00	14,644.67	500.43	3,355.33	81.36
100-3001-530.0800	POSTAGE & MAILING	1,800.00	993.48	0.00	806.52	55.19
100-3001-530.1100	DUES & SUBSCRIPTIONS	1,500.00	684.02	0.00	815.98	45.60
100-3001-530.1300	MARKETING	5,000.00	2,539.30	0.00	2,460.70	50.79
100-3001-530.1600	TRAINING	6,000.00	7,137.06	0.00	(1,137.06)	118.95
100-3001-530.4500	EQUIPMENT REPAIRS	10,000.00	9,969.00	2,260.00	31.00	99.69
100-3001-580.1100	NEW EQUIPMENT	4,618.00	6,974.12	0.00	(2,356.12)	151.02
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	917,269.59	92,496.28	414,937.41	68.85
Dept 3002 - LIBRARY COLLECTION						
100-3002-538.1010	BOOKS	90,000.00	53,274.74	38.94	36,725.26	59.19
100-3002-538.2000	PERIODICALS	7,500.00	4,813.65	61.66	2,686.35	64.18

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GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 09/30/2025	ACTIVITY FOR MONTH 09/30/2025	AVAILABLE BALANCE	% BDGT USED
Fund 100 - LIBRARY						
Expenditures						
100-3002-538.3000	DATA BASE MANAGEMENT	8,746.00	1,148.40	168.30	7,597.60	13.13
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	11,503.23	158.19	(1,503.23)	115.03
Total Dept 3002 - LIBRARY COLLECTION		123,814.00	70,740.02	427.09	53,073.98	57.13
Dept 3003 - BUILDING OPERATIONS						
100-3003-522.1000	ELECTRIC	33,000.00	29,103.02	2,942.23	3,896.98	88.19
100-3003-522.1100	GAS	10,000.00	6,796.89	48.06	3,203.11	67.97
100-3003-522.1300	WATER	2,300.00	1,355.82	401.66	944.18	58.95
100-3003-522.1400	SEWER SERVICE	3,700.00	2,553.16	0.00	1,146.84	69.00
100-3003-529.1000	JANITORIAL	29,000.00	22,527.00	2,503.00	6,473.00	77.68
100-3003-530.0600	BUILDING SUPPLIES-JANITOR	4,000.00	1,754.23	50.07	2,245.77	43.86
100-3003-530.9500	BUILDINGS MAINTENANCE	28,500.00	41,969.82	496.15	(13,469.82)	147.26
Total Dept 3003 - BUILDING OPERATIONS		110,500.00	106,059.94	6,441.17	4,440.06	95.98
TOTAL EXPENDITURES		1,566,521.00	1,094,069.55	99,364.54	472,451.45	69.84
Fund 100 - LIBRARY:						
TOTAL REVENUES		1,566,521.00	1,547,405.45	3,183.11	19,115.55	98.78
TOTAL EXPENDITURES		1,566,521.00	1,094,069.55	99,364.54	472,451.45	69.84
NET OF REVENUES & EXPENDITURES		0.00	453,335.90	(96,181.43)	(453,335.90)	100.00

GREENFIELD LIBRARY ACCOUNTS PAYABLE  
September 2025

3001.524.1100 MCFLS/Automation	Vendor Name: Q2 Ecommerce	1 Invoice(s)	<u>\$1,289.27</u> \$1,289.27
3001.524.1200 Contractual Services	Batzner P-Card 4503(Adobe)	1 Invoice(s) 1 Invoice(s)	\$ 97.34 <u>\$ 19.99</u> \$ 117.33
3001.530.0100 Supplies	P-Card 4503 (Amazon) P-Card 3459 (Amazon, Lakeshore, Target) P-Card 4479 (Amazon, Demco, Brodart, Office Depot)	1 Invoice(s) 1 Invoice(s) 1 Invoice(s)	\$ 137.67 \$ 1,781.91 <u>\$ 2,297.33</u> \$ 4,216.91
3001.530.0700 Printing, Programs	James Imaging P-Card 4503 (Amazon) P-Card 3459 (Dollar General, Meijer, Amazon) P-Card 9018 (Prairie Nursery, Walmart)	1 Invoice(s) 1 Invoice(s) 1 Invoice(s) 1 Invoice(s)	\$ 500.43 \$ 80.17 \$ 197.44 <u>\$ 137.01</u> \$ 915.05
3001.530.0800 Communications	P-Card 9018 (T-Mobile)	1 Invoice(s)	<u>\$ 95.25</u> \$ 95.25
3001.530.1300 Marketing	P-Card 4503 (4Imprint)	1 Invoice(s)	<u>\$ 734.96</u> \$ 734.96
3001.530.1600 Training	P-Card 4503 (WLA, Wis.Historical Society, Westin Hotels. Training for H. Collins & P. Spizter)	1 Invoice(s)	<u>\$ 1,152.72</u> \$ 1,152.72
3001.530.4500 Equipment Repair	Professional Safe & Lock	1 Invoice(s)	<u>\$ 2,260.00</u> \$ 2,260.00
3002.538.1010 Books	P-Card 9018 (Baker & Taylor) P-Card 9018 (Ingram) P-Card 3459 (Amazon) P-Card 4479 (Amazon, Blackstone Publishing)	5 Invoice(s) 5 Invoice(s) 1 Invoice(s) 1 Invoice(s)	\$ 1,669.41 \$ 1,585.49 \$ 20.75 <u>\$ 1,165.38</u> \$ 4,441.03
3002.538.2000 Periodicals	EBSCO Milwaukee Journal Sentinel	1 Invoice(s) 1 Invoice(s)	\$ 61.66 <u>\$ 623.94</u> \$ 685.60
3002.538.3000 Databases	Kanopy	1 Invoice(s)	<u>\$ 168.30</u> \$ 168.30
3002.538.5000 Non-Print	P-Card (Baker & Taylor) Midwest Tape P-Card 4503 (Amazon) P-Card 3459 (Amazon) P-Card 4479 (Amazon)	1 Invoice(s) 1 Invoice(s) 1 Invoice(s) 1 Invoice(s) 1 Invoice(s)	\$ 83.12 \$ 53.98 \$ 329.99 \$ 159.44 <u>\$ 81.30</u> \$ 707.83
3003.522.1000 Electric	WE Energies	1 Invoice(s)	<u>\$ 4,303.20</u> \$ 4,303.20
3003.522.1100 Gas	We Energies	1 Invoice(s)	<u>\$ 166.14</u> \$ 166.14
3003.522.1300 Water	City of Milwaukee	2 Invoice(s)	<u>\$ 401.66</u> \$ 401.66
3003.530.9500 Building Maintenance	Vestis	2 Invoice(s)	<u>\$ 133.80</u> \$ 133.80
	TOTAL ACCOUNTS PAYABLE Final 10/7/2025 sw	40 Invoice(s)	<u><u>\$22,246.77</u></u>

Social media is defined as any website or mobile application maintained by the Greenfield Public Library that allows the library and its patrons to interact in a virtual environment. The library uses a variety of social media outlets and encourages all patrons to contribute to this form of community engagement.

The Library does reserve the right to approve or edit all interactions and may block or remove any interactions that contain the following:

- Obscene, profane, or sexual content.
- Conduct or encouragement of illegal activities.
- Content that violates legal ownership of any other party.
- Personal threats, insults or attacks.
- Potentially libelous statements.
- Organized political or religious activity or proselytizing.
- Private or personal information published without consent or about a minor.
- Any information that may compromise the safety of the public or public systems.
- Commercial promotions or spam.
- Content that promotes, fosters or perpetuates unlawful discrimination against individuals on the basis of any legally protected status.
- Any images, video or sound recordings related to any of the above.
- Actions that violate the terms of service for the social media platform utilized.

The Library reserves the right to terminate a user's access to comment features upon breach of these guidelines.

By publishing any comments, posts or other materials (including photos) on the library's social media pages, you give the library the right to reproduce, distribute, publish, display, edit, modify, delete and otherwise use your submissions for any purpose in any form on any media.

As a form of government, all comments are considered public comment and therefore retained and archived. You participate at your own risk, taking personal responsibility for your comments, your username and any information provided. Appearance of external links does not constitute official endorsement on behalf of the library.

Submission of content to any of the library's social media websites or applications constitutes acceptance of these guidelines and indemnifies the Greenfield Public Library and/or the City of Greenfield and its employees from and against all liabilities, judgments, damages and costs incurred by any which arise out of or are related to the posted content including claims by a third party related to any posted material. Neither the Greenfield Public Library nor the City of Greenfield are obligated to take any of the above actions and neither is responsible or liable for any content posted by any user. Any content posted on the library's website is public record and is regulated by the Wisconsin State Public Records Law.



## Submission Policy for Authors & Publishers

Authors and publishers may submit gifts, review copies, or promotional information for materials to be considered for purchase by The Greenfield Public Library (GPL). GPL selects materials supporting its diverse community needs and mission. Resources will be considered based on the criteria in the Library's Collection Development Policy.

### **Submitting Gifts or Review Copies**

Submit to:

Greenfield Public Library  
Attn: Library Director - Author/Publisher Submission  
5310 W Layton Ave.  
Greenfield, WI 53220

GPL will not return materials or accept payment by invoice. Submissions not added to the collection may be given to the Library's Book Sale held in spring and fall.

Please complete the form found online at <https://www.greenfieldlibrary.org/author-publisher-submission-request.php> prior to mailing your submission. \*Submitting gift or review copies is optional and not required for consideration.

### **Format Considerations**

**Binding:** Library materials are well used; GPL aims to purchase physical materials built to last.

**Durability:** GPL avoids purchasing workbooks, puzzle books, sticker books, coloring books or other "consumable" formats.

**ISBN:** Submissions need a unique ISBN. ISBNs can be purchased here:

United States: <http://www.isbn.org/>

International: <https://www.isbn-international.org/content/what-isbn>

For technical and/or legal reasons, GPL is unable to accept donated eBooks or purchase eBooks from any vendor other than OverDrive.

### **Content Considerations**

**Collection Need:** GPL reviews circulation data and community feedback to determine collection priorities. Use [CountyCat](#) to review current holdings.

**Audience Appeal:** Submissions should be expertly tailored to the intended age range/audience. Sample similar items in GPL's collection, best-sellers, award winners, and other well-known titles

for guidance and inspiration. Publisher websites and professional reviews of these items will indicate age/audience.

**Professional Review(s):** GPL considers professional reviews such as *Booklist*, *Library Journal*, *School Library Journal*, *Kirkus*, *Publishers Weekly*, etc..

**Copyright:** The publisher/creator should indicate the right or permission to reproduce all material in the submission, including photographs and illustrations.

### **Ordering Considerations**

GPL acquires material through established library vendors (e.g. Ingram and Midwest Tape). Books not sold through traditional publishing houses, vendors, or sites like Amazon, are acquired via Boswell Book Company and Woodland Pattern Book Center. GPL does not purchase directly from authors.

### **Other Considerations**

Due to volume, GPL does not notify individual authors or publishers of ordering decisions or give feedback.

Items selected for the collection can be viewed in [CountyCat](#).

**NEW!**

Now featuring a  
**locking drawer** for  
secure, yet handy,  
storage!



## Discovery Mini

The **mobile “mini”** with **four play surfaces** is an engaging, **all-in-one, play destination** for any space!

# Compact design with endless fun!

The Discovery Mini (our most compact activity table) **includes four interchangeable activity surfaces** providing endless opportunities for **play and STEM** activities. The “mini” fosters **creativity**, encourages **socialization**, and sparks **imaginative play**.



1. building brick surface



2. train track surface



3. pegboard surface

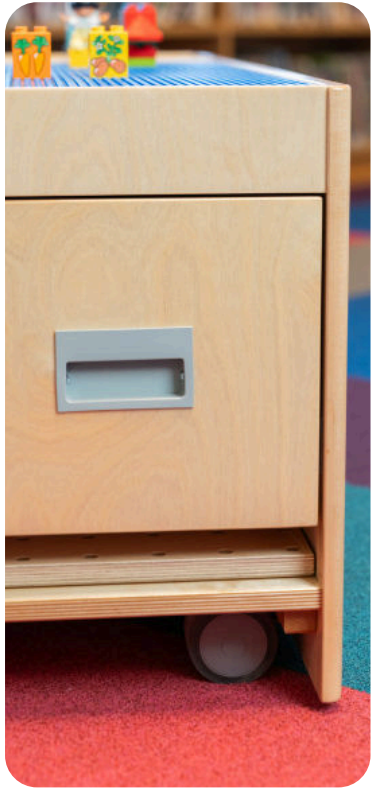


4. flat hardwood surface



# Functional and Durable Features

Every feature has been **carefully designed** to ensure **durability and ease of use**, making it the perfect addition to any play space.



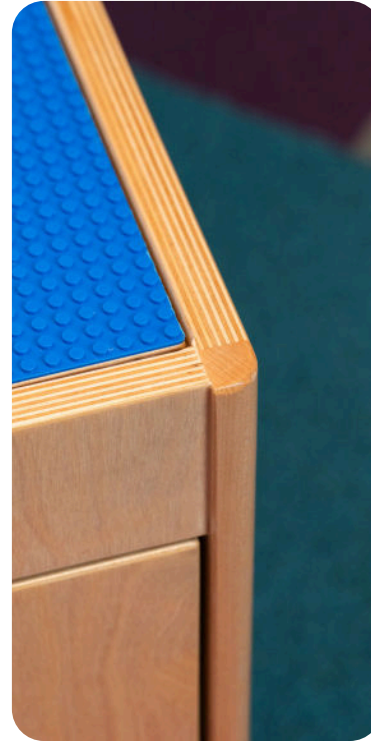
Lockable casters offer mobility for flexible spaces.



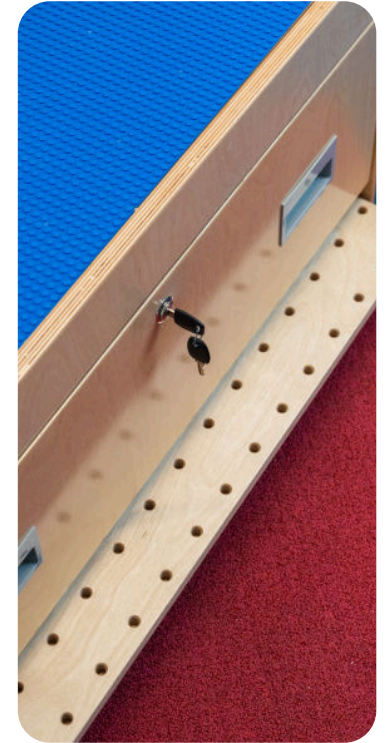
Side bins with removable, clear inserts allow easy access to toys.



A lockable drawer secures toys and materials while not in use.



Edges are smoothed, exposed Baltic birch with rounded corners.

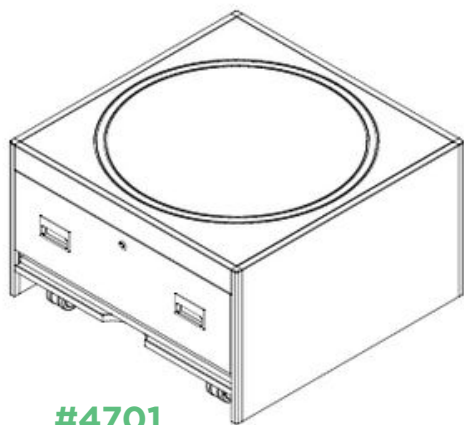


Additional, reversible activity surface is stored in built-in storage pocket while not in use.

# The All-in-One Discovery Mini Components

- two reversible and interchangeable activity tops provide four activity surfaces (building brick, train track, pegboard, flat hardwood)
- locking casters for mobility
- built-in storage pocket for the additional, reversible activity surface while not in use
- locking drawer
- side bins + (2) clear inserts for easy access to toys and storage (#4705)

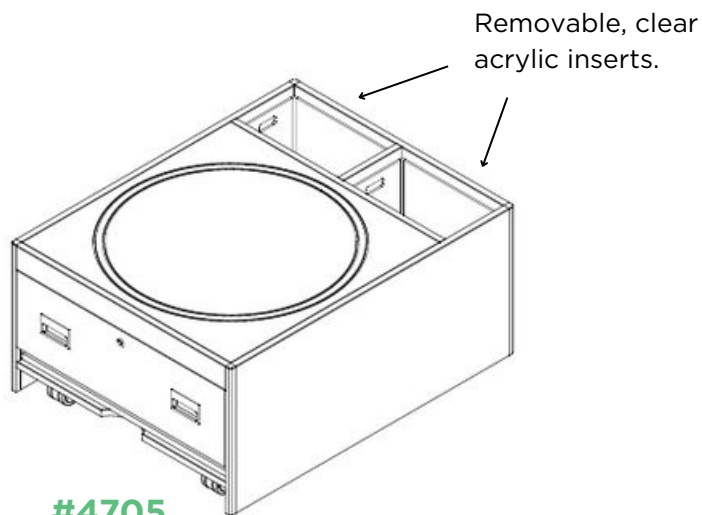
## Two options:



**#4701**

**Discovery Mini**

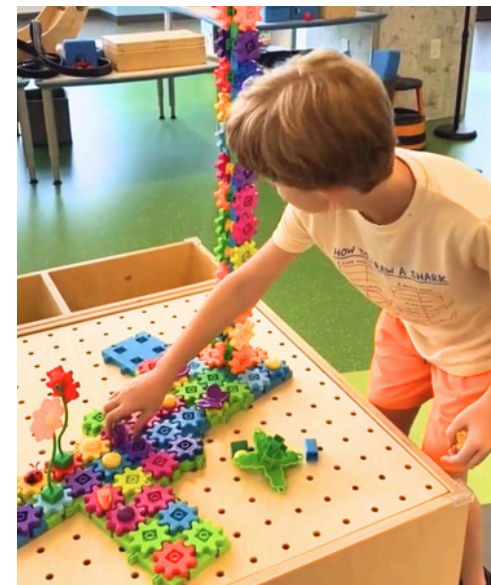
32" wide x 32" deep x 19" high



**#4705**

**Discovery Mini + Side Bins**

42" wide x 32" deep x 19" high



*Pair with Discovery Seating!*



Ottomans available in a variety of colors (# 4560-01).

**Please contact us with questions or for pricing!**

Email [info@3branch.com](mailto:info@3branch.com) or call 877.899.9902.



[3branch.com/product/discovery-mini-activity-table/](https://3branch.com/product/discovery-mini-activity-table/)



**Library Furniture International**  
 797 Glenn Ave  
 Wheeling, IL 6009  
 P. 847 564 9497  
 E. info@libraryfurniture-intl.com

**Issued By:** Henry Fairbanks  
**Email:** henry@libraryfurniture-intl.com  
**Phone:** 847-564-9497

**Quote #:** 5767

**Date Issued:** August 26, 2025

**Contract:** n/a

**Terms:** 50% Deposit;  
 Balance Due Upon  
 Substantial  
 Completion\*

**Bill-to:** Greenfield Public Library  
 5310 W Layton Ave  
 Greenfield, WI 53220

**Ship-to:** Greenfield Public Library  
 5310 W Layton Ave  
 Greenfield, WI 53220

**Contact:** Jennifer Einwalter  
**Email:** Jennifer.Einwalter@greenfieldwi.gov  
**Phone:** 414-321-9595 x4106

**Contact:** Jennifer Einwalter  
**Email:** Jennifer.Einwalter@greenfieldwi.gov  
**Phone:** 414-321-9595 x4106

Item	Tag	Colors/Finishes	Quantity	Manufacturer	Description	Unit Net	Ext Net
						\$	\$

3branch

Discovery Mini Activity Table

DT-1

Baltic Birch Wood  
 Blue Lego/Duplo Surface  
 Green Train Surface

2



**Discovery Mini Table with Lockable Storage Drawer**  
 side storage bins  
 dimensions: 42w 32d 19h  
 (2) reversible tops, and locking casters.  
 -base with lockable storage drawer (2.2 cu. ft.) and locking casters  
 -reversible blue building bricks top/green train track top  
 -reversible flat hardwood surface top /pegboard top  
 -built-in storage for the additional play surface when not in use  
 -side storage bin with two clear, acrylic inserts with cutout handles

Product Total: 7,576.20

Freight, Delivery & Installation: 559.29

**Total; Supplied, Delivered & Installed: \$8,135.49**

**Quote is valid for 30 days from date of issue**

Please proceed with the above order as per the Library Furniture International standard terms and conditions of sale:

**Signed:**

\_\_\_\_\_

**Name:**

\_\_\_\_\_

**Title:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

## Civics for Adults

To enhance civic knowledge & inspire political engagement

# Misinformation and Propaganda—Telling Truth from Fiction

Overwhelmed with messages from politicians, news sources and online media?  
Distinguish truth from fiction using real-world examples. Become your own “factchecker”!

- ◆ Social Media posts
- ◆ Propaganda
- ◆ Language / terminology
- ◆ AI / deepfakes
- ◆ Polls
- ◆ Economic data
- ◆ Graphs and charts
- ◆ Finding good information



*“Well organized, excellent information!”*  
*“Loved it...well-rounded, wide array of examples!”*

## Citizen Activism 101—Making Change Happen

Ideas for bi-partisan civic/political engagement

- ◆ Historical perspective
- ◆ Examples of successful advocacy
- ◆ Types of advocacy
- ◆ Who makes the rules?
- ◆ Tools / strategies for change
- ◆ Having your voice be heard
- ◆ Tracking legislation
- ◆ Submitting testimony [aka your opinion]



*“ACTIONABLE!”*  
*“Great presenter...should be a day conference!”*

## Beyond Voting: Elections and Campaign Financing

Plus, ideas for bi-partisan election reform!

- ◆ Is there a right to vote?
- ◆ Voter suppression
- ◆ Election 2024 issues
- ◆ Redistricting / gerrymandering
- ◆ Alternative voting systems
- ◆ Campaign financing / contribution tracking

*“Very good, solid information – This is what all Americans need to know.”*  
*“I consider myself a well-informed citizen but I learned a great deal of new information”*

## Representation, our Federal Government and the Constitution

We’ll look at the Constitution’s creation, trace major changes and examine its current limitations. In so doing, we will shatter some myths!

- ◆ Current status of democracy
- ◆ Development of the Constitution
- ◆ Americans understanding of our government and rights
- ◆ Does our federal government represent us well?
- ◆ Are changes needed?

*“Every citizen should take this serious look at our Constitution.”*  
*“Good level of history and contemporary political ideas”*

**Donna L. Cohen, M.L.I.S, M.Ed. Civics Educator**

Join email list or check website <https://www.civictinker.info> [dcoheninfo@comcast.net](mailto:dcoheninfo@comcast.net)

**CIVICS FOR ADULTS**  
**COMMUNITY WORKSHOPS**

***Enhancing Civic Knowledge / Inspiring Political Engagement***

Donna L. Cohen, M.L.I.S., M.Ed., Civic Educator

**Fees 2025**

***Workshops are approximately 90 minutes long. Max. of 60 participants.  
Inquire for custom workshops, by format, topic, # of participants, and for other than non-profit orgs.***

<b>Workshop</b>	<b>Virtual</b>	<b>In-person – within 30 miles of PDX</b>	<b>In-person - further</b>	<b>Note</b>
<b>Misinformation and Propaganda – Telling Truth from Fiction</b>	\$450	\$500 plus mileage fee	Inquire for fee	
<b>The Constitution: Fulfilling Democracy’s Promise? – The Constitution and Representation in Congress</b>	\$450	\$500 plus mileage fee	Inquire for fee	
<b>Citizen Activism 101 – Making Change Happen [customized]</b>	\$450	\$500 plus mileage fee	Inquire for fee	*If this workshop has not been given in your state in the prior 2 years, add on \$100 for research for local government and state legislative database
<b>Beyond Voting: Elections and Campaign Finance [customized]</b>	\$450	\$500 plus mileage fee	Inquire for fee	*If this workshop has not been given in your state in the prior 2 years, add on \$100 for research for local election info and state campaign finance database

Donna L. Cohen, MLIS, MEd  
Portland, Oregon  
503-333-2646 [dcoheninfo@comcast.net](mailto:dcoheninfo@comcast.net)  
<http://www.civictinker.info>  
<https://www.facebook.com/Civics-for-Adults-1490728887922036/>

*“The most important political office is that of private citizen.” Justice Louis Brandeis*

# Alexander Hamilton: Immigrant, Patriot, Visionary

Frequently Asked Questions

Alexander Hamilton: Immigrant, Patriot, Visionary

Becoming the United States: Colonial America to Reconstruction

Freedom: A History of US

Immigration: An American Story

Who Can Vote? A Brief History of Voting Rights in the US

World War I and America

*Alexander Hamilton: Immigration, Patriot, Visionary* explores the founding era through the life of one of its most influential figures, Alexander Hamilton. As one of our country's founding fathers, Hamilton played a central role in creating the economic, constitutional, social, journalistic, political, and foreign policy templates for modern America. Using reproductions from the Gilder Lehrman Collection, this traveling exhibition teaches viewers about Hamilton's life as an immigrant, statesman, and innovative thinker whose work shaped the America we live in more than two hundred years after his death.



More information about The Gilder Lehrman Institute of American History is available at <https://www.gilderlehrman.org/programs-and-events/traveling-exhibitions>

# ALEXANDER HAMILTON:

IMMIGRANT, PATRIOT, VISIONARY

Exhibition Guide

Developed by

THE GILDER LEHRMAN  
INSTITUTE *of* AMERICAN HISTORY

With generous support from



For more information on traveling exhibitions, please visit  
[gilderlehrman.org/traveling-exhibitions](http://gilderlehrman.org/traveling-exhibitions)

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## GENERAL INFORMATION

*Alexander Hamilton: Immigrant, Patriot, Visionary* is a national traveling exhibition developed by the Gilder Lehrman Institute of American History (GLI), made possible by the Rockefeller Foundation. The exhibition was curated by Susan Saidenberg, Senior Curator at the Gilder Lehrman Institute of American History. Carol Berkin (Professor Emerita at Baruch College) was the scholarly advisor for this exhibition.

### Format

The exhibition is composed of six retractable vinyl panels. Each panel is 81 inches tall and 33 inches wide. The exhibition requires a total of 15–18 running feet and the six panels can be displayed separately or together. Detailed setup instructions are provided to the venue's coordinator upon shipment. Setup instructions can also be found on the [FAQ page of the GLI Traveling Exhibitions website](#).

### Rental Security

Exhibitions may be displayed in any open indoor areas, but preferably not in a hallway. No exhibition is to be displayed outdoors or in a tent or other temporary structure. It is preferable that a staff member is in the room with the exhibition when it is open to students or guests. If a borrower causes damage or loss of any part of the exhibition, then that institution will be responsible for paying the replacement or restoration costs. The value of the *Alexander Hamilton: Immigrant, Patriot, Visionary* exhibition is \$2,250. Some institutions choose to add a rider to their insurance policy.

### Shipping

The exhibition is shipped in a wheeled, plastic case measuring 39 inches x 14 inches x 14 inches and weighing approximately 75 pounds. GLI will be responsible for arranging shipping via FedEx. A week before your loan period ends, we will provide a return label and instructions.

### Reporting

Each site is required to complete a condition report upon receipt of the exhibition and again after the exhibition has been packed for return. Condition reports will be sent to the venue coordinator via email.

### Questions

If you have questions, please contact

Traveling Exhibitions Program  
exhibitions@gilderlehrman.org  
Phone: (646) 366-9666 ext. 164

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## EXHIBITION CONTENT

### **Panel One: Alexander Hamilton: Immigrant, Patriot, Visionary**

#### **Introductory Text**

Alexander Hamilton shaped the financial, political, and legal foundations of the new United States. A poor immigrant from the Caribbean, Hamilton arrived in New York as the American Revolution began. His ambition and brilliance propelled him to a leadership role in the military and in government. Hamilton was a nation builder and modern America owes much to his vision.

Alexander Hamilton on the \$10 bill (United States, Mint)

#### **Young Hamilton**

Hamilton Drawn from Life, January 11, 1773 (Library of Congress Prints and Photographs Division, LC-USZ62-11091)

#### **Beginnings in St. Croix**

Alexander Hamilton to Edward Stevens, November 11, 1769 (Library of Congress Manuscripts Division)

“Ned, my Ambition is so prevalent that I contemn the Grov’ling condition of a Clerk or the like, to which my Fortune etc. condemns me, and would willingly risk my life, tho not my Character, to exalt my station.”

#### **Journey to New York**

John Montresor, A Plan of the City of New York & Its Environs, 1775 (The Gilder Lehrman Institute of American History, GLCO4315)

“View of Christiansted From Sea,” 1825 (Library of Congress Prints and Photographs Division, HABS, VI.1 CHRIS, 13)

### **Panel Two: Revolutionary War Patriot**

#### **Introductory Text**

The American Revolution gave Alexander Hamilton the opportunity to excel. He gave speeches and published pamphlets, fought in seven major battles, and served as aide-de-camp to General George Washington. Hamilton yearned for a field command. In 1781, Washington finally acceded to his request: Hamilton led a battalion at Yorktown, the battle that ended the war.

Alexander Hamilton as a Revolutionary War Officer (The Gilder Lehrman Institute of American History, GLC07167.02)

“I noticed a youth, a mere stripling, small, slender . . . with a cocked hat pulled down over his eyes, apparently lost in thought.” —A Revolutionary War Veteran’s Memory of Hamilton

Alexander Hamilton to Francois, the Marquis de Barbé-Marbois, October 12, 1780 (The Gilder Lehrman Institute of American History, GLC00012)

“The want of money makes us want everything else.”

### **Hamilton and Washington**

George Washington by Rembrandt Peale, 1853 (The Gilder Lehrman Institute of American History, GLC09119.01)

Alexander Hamilton to the Marquis de Lafayette, October 15, 1781 (Library of Congress Manuscripts Division, MSS 44693: Reel 081)

“I have the pleasure to assure you, there was not an officer nor soldier whose behaviour, if it could be particularized, would not have a claim to the warmest approbation.”

### **Hamilton, Hero at Yorktown**

Sebastian Bauman, Plan of the Investment of New York and Gloucester, February 1782 (The Gilder Lehrman Institute of American History, GLC01869)

## **Panel Three: United States Constitution**

### **Introductory Text**

Hamilton advocated a strong central government. In the summer of 1787 Hamilton represented New York at what became known as the Constitutional Convention in Philadelphia. On September 17, the delegates submitted their plan for a strong and flexible new form of government. In 1787 and 1788, Hamilton, John Jay, and James Madison campaigned for ratification in a series of newspaper pieces. They helped convince the states to ratify the US Constitution.

“The vigor of government is essential to the security of liberty.”

—Alexander Hamilton, Federalist No. 1, October 1787

Title Page, *The Federalist: A Collection of Essays*, vol. 1, 1778 (The Gilder Lehrman Institute of American History, GLC01551)

### **The Constitutional Convention**

US Constitution (Printing of first draft), August 6, 1787 (The Gilder Lehrman Institute of American History, GLC00819.01)

John Lansing, Notes from the Constitutional Convention, June 18, 1787 (The Gilder Lehrman Institute of American History, GLC00819.10)

“The Supreme Legislative power of the United States of America to be vested in two distinct Bodies of Men . . . who together shall form the Legislature of the United States with power to pass all Laws whatsoever.” - Alexander Hamilton

US Constitution, printed by Dunlap & Claypole, inscribed by Benjamin Franklin to Jonathan Williams, September 1787 (The Gilder Lehrman Institute of American History, GLC03585)

### **Ratifying the Constitution**

James Madison by H.E. Hall and Sons, n.d. (The Gilder Lehrman Institute of American History, GLC02538)

Chief Justice John Jay (Library of Congress Prints and Photographs Division, LC-USZ62-95399)

Joseph Laing, “Inauguration of Gen. George Washington ... at Federal Hall, April 30, 1789” (The Gilder Lehrman Institute of American History, GLC04723)

## **Panel Four: Architect of a New Nation**

### **Introductory Text**

President Washington appointed Alexander Hamilton to be the first Treasury Secretary in 1789. In that role, Hamilton devised a means to pay off Revolutionary War debts, established the banking system, and promoted manufacturing. By the time Hamilton left the office in 1795, the United States was fiscally sound.

Alexander Hamilton by John Trumbull, 1806 (National Portrait Gallery, Smithsonian Institution)

Coin, 1795 (The Gilder Lehrman Institute of American History, GLC01999.02.02)

### **First Secretary of the Treasury**

Alexander Hamilton, *Report ... for the support of the public credit ...*, 1790 (The Gilder Lehrman Institute of American History, GLC00960)

A plan will "promote the encreasing respectability of the American name. . . . These are the great and invaluable ends to be secured."

### **Anti-Slavery and Labor**

Drawing in New-York African Free School Records, vol. 4, 1816 (New-York Historical Society)

"It is our duty . . . not only to regard, with Compassion, the Injustice done to those, among us, who are held as Slaves, but . . . to enable them to Share, equally with us, in that civil and religious Liberty. . . ."

Alexander Hamilton, Report of the Secretary of the Treasury ... on the subject of Manufactures, 1791 (The Gilder Lehrman Institute of American History, GLC00891)

"Manufacturing establishments [offer] . . . additional employment to classes of the community not ordinarily engaged in the business. . . . The promoting of emigration from foreign Countries. . . ."

Passaic Falls, New Jersey (The Metropolitan Museum of Art)

### **Panel Five: Public and Private Life**

#### **Introductory Text**

Hamilton was a loving husband and father, and a loyal friend. But his desire to promote and protect his economic views and reputation led him to clash with leading figures of the age, including Thomas Jefferson, John Adams, and Aaron Burr.

Engraving of Alexander Hamilton, 1835 (The Gilder Lehrman Institute of American History, GLC04842.08.02)

#### **Hot-Tempered Politician**

Alexander Hamilton, *Observations on Certain Documents Contained in No V & VI of "The History of the United States for the Year 1796*, 1797 (The Gilder Lehrman Institute of American History, GLC05649.01)

“My real crime,” Hamilton wrote, “is an amorous connection with his wife, for a considerable time with his privity and connivance.”

John Adams (Library of Congress Prints and Photographs Divisions, LC-USZ62-21487)

### **Alexander Hamilton and His Family**

Mrs. Alexander Hamilton by Ralph Earl 1787 (The Museum of the City of New York)

Alexander Hamilton to Elizabeth Schuyler, October 5, 1780 (The Gilder Lehrman Institute of American History, GLC00773)

“I have told you, and I told you truly that I love you too much - You engross my thoughts too intirely to allow me to think of anything else - You not only employ my mind all day; but you intrude upon my sleep - I meet you in every dream.”

The Grange, the country home built by the Hamiltons in northern Manhattan (The New York Public Library Digital Collections)

## **Panel Six: Hamilton-Burr Duel**

### **Introductory Text**

By 1804, the long rivalry between Alexander Hamilton and Aaron Burr reached a climax. Hamilton had campaigned to keep Burr out of the White House in the tied election of 1800, and opposed Burr’s attempt to become governor of New York. In June 1804, Hamilton refused to apologize for insults he reportedly made at a dinner party. Unsatisfied, Burr challenged Hamilton to a duel that ended the life of one of the architects of the United States.

Late Drawing of Alexander Hamilton by James Sharples, 1796 (National Portrait Gallery, Smithsonian Institution)

“The patriot of incorruptible integrity. The soldier of approved valour. The statesman of consummate wisdom: whose talents and virtues will be admired by grateful posterity.”—Inscription on the monument at Hamilton’s grave captures his legacy.

### **The Election of 1800**

Thomas Jefferson, 1801 (The Gilder Lehrman Institute of American History, GLC05669)

Alexander Hamilton to Harrison Gray Otis, December 23, 1800 (The Gilder Lehrman Institute of American History, GLC00496.028)

“Mr. Jefferson . . . is yet a lover of liberty and will be desirous of something like orderly Government. - Mr. Burr loves nothing but himself. . . . In a choice of Evils, let them take the least - Jefferson is in every view less dangerous than Burr.”

### **The Duel, July 11, 1804**

Aaron Burr (Library of Congress Prints and Photographs Division, LC-USZ62-52550)

Angelica Church to Philip Schuyler, July 11, 1804 (The Gilder Lehrman Institute of American History, GLC07882)

“General Hamilton was this morning wounded by that wretch Burr but we have every reason to hope that he will recover.”

### **A Nation Mourns**

Hamilton’s grave outside Trinity Church (The Gilder Lehrman Institute of American History)

Order of March in Hamilton’s Funeral, printed in the *New-York Evening Post*, July 17, 1804 (New-York Historical Society)

# THE GILDER LEHRMAN INSTITUTE of AMERICAN HISTORY

## Traveling Exhibitions Rental Agreement

Venue: Greenfield Public Library  
Contact: Jennifer Einwalter  
Address: 5310 W Layton Ave Greenfield WI 10465 United States  
Loan Fee: \$ 495.00  
Phone/Email:  
(Email) jennifer.einwalter@greenfieldwi.gov  
(Work) 414 321 9595

Ship By: 6/26/2026  
Return Date: 7/27/2026  
Display Start Date: 6/29/2026  
Display End Date: 7/24/2026  
Fee Due: 4/29/2026

**Exhibition:** Alexander Hamilton: Immigrant, Patriot, Visionary (Copy 5)

### 1. SHIPPING, PACKING and TRANSPORTATION

Shipping is included with the loan fee. GLI will arrange for the exhibition to be delivered and picked up via a major shipping company. Borrower acknowledges that delays or damages caused by the shipper shall not constitute a material failure by GLI for purposes of this Agreement.

Upon receipt of shipment, Borrower will remove incoming shipping labels from shipping case(s). Failure to remove incoming labels and replace them with outgoing labels (provided by GLI at the end of the loan period) can result in the exhibition becoming lost in shipment.

Borrower will store the shipping cases and all contents in a dry and safe environment. Borrower will not disassemble, alter or discard any cases or packing materials without the consent of GLI. Borrower will repack the Exhibition using the original packing materials unless other arrangements are agreed to by GLI.

### 2. FACILITY and CONDITION REPORTS

Borrower warrants that it will be the sole party in possession of the Exhibition during the Loan Period.

Borrower shall provide, at its sole cost and expense, a suitable display area, including storage space for cases, and suitable means for moving the Exhibition cases into and out of the Facility. Outdoor spaces, tents, or other temporary structures are not approved.

Borrower shall review the state of the Exhibition regularly and advise GLI of any damage to the Exhibition within 24 hours of the damage being discovered, and will consult with GLI prior to repairing or otherwise changing the condition of the Exhibition. Borrower shall also conduct one (1) Condition Reports as follows:

#### Condition Report / Attachment:

Upon Exhibition assembly, Borrower shall inspect and photograph the Exhibition materials and notify GLI of any damage or loss to the Exhibition and/or packing materials and case(s) by submitting a complete Condition Report via Google Form (Exhibition Coordinator will provide link upon shipment notification).

**If Condition Reports are not completed or submitted on time, the Borrower may be held responsible for damages to the Exhibition and charged for repairs accordingly.**

### 3. MATERIALS & STAFFING

Borrower may cancel its display of the Exhibition by written notice to GLI up to 30 days prior to shipment of the exhibition for a full refund.

GLI reserves the right to cancel this agreement if the Borrower fails to meet the terms and conditions of this Agreement,

45 W45th St, 2nd floor, New York, NY 10036 T: (646) 366-9666

# THE GILDER LEHRMAN INSTITUTE of AMERICAN HISTORY

## Traveling Exhibitions Rental Agreement

including payment of the exhibition thirty (30) days before the Ship Date.

### 4. CANCELLATION

Borrower may cancel its display of the Exhibition by written notice to GLI up to 30 days prior to shipment of the exhibition for a full refund.

GLI reserves the right to cancel this agreement if the Borrower fails to meet the terms and conditions of this Agreement, including payment of the exhibition thirty (30) days before the Ship Date.

### 5. PAYMENTS

Borrower will pay GLI the amounts due as set forth in this Agreement within thirty (30) days of the start of the agreed upon loan period.

### 6. FORCE MAJEURE

If the performance of any part of this Agreement by either party is prevented, hindered, delayed or otherwise made impracticable by reason of any flood, riot, labor strikes, fire, war or acts of terrorism, acts of public authorities, acts of lenders in changing the terms and conditions of loans of Objects to the Exhibition, delay or defaults caused by public carriers, or earthquakes, storms, floods, or other casualty or any other substantially similar causes beyond the control of either party, that party shall be excused from such performance to the extent that it is prevented, hindered or delayed by such causes; provided, however, that the party whose performance is delayed or prevented gives the other party written notice thereof within five (5) business days of any such event or occurrence and exercises its best reasonable efforts to resume performance as soon as possible.

### 7. PREMISES and OPERATIONS LIABILITY and INSURANCE

The borrower will be responsible for the cost of any repairs that result from negligence or willful acts of the Borrower or its representatives. The borrower will also submit a Condition Report per Section 2.

Borrower agrees to defend, indemnify, and hold harmless GLI from all liability for damages resulting from personal injury and/or property damage sustained by any person arising out of the packing and unpacking, construction, installation, and display of the Exhibition at Borrowers premises.

### 8. CONFIDENTIALITY

Each party agrees that it will not disclose, disseminate, transmit, distribute, make available or convey to any third person or business entity of any kind without the prior written consent of the other party ("Other Party"), (i) any of the terms of this agreement; (ii) any information marked "confidential," relating to the Other Party or (iii) any information which would appear to a reasonably prudent person to be confidential and/or proprietary in nature, relating to the Other Party, which has been disclosed to such party. The provisions of this clause do not apply to (i) any information which is publicly available at the time of disclosure unless disclosed through breach of this undertaking or breach of any other confidentiality obligation owed to the Other Party, (ii) any information obtained from a third party that is not under a confidentiality obligation to the Other Party, or (iii) any information disclosed by the parties to the extent that disclosure is required by law or any regulation, provided that if disclosure is required by law or any regulation, such disclosure shall be made only to the minimal extent required, and only after the Other Party has been given notice of the planned disclosure and an adequate opportunity, if it so chooses, to seek an appropriate order to restrain or not to require such disclosure. The provisions of this Section shall survive any expiry or termination of this Agreement.

#### **Borrower's Acceptance:**

By signing this Rental Agreement, Borrower fully accepts and agrees to be jointly and severally bound by the terms and conditions stated on the face of this Agreement and any attachments to this Agreement. These may not be amended except by writing signed by the two parties to this Agreement and may not be assigned to a third party.

# THE GILDER LEHRMAN INSTITUTE of AMERICAN HISTORY

## Traveling Exhibitions Rental Agreement

By signing this document, both parties agree to the terms of the loan as presented above.

*Kati R Smith*

10/10/2025 | 3:30 PM EDT

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*The Gilder Lehrman Institute of American History*

*Date:*

Signed by:  
*Jennifer Einwalter*  
C00C2A9287204E2...

10/10/2025 | 4:54 PM EDT

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*Borrowing Institution*

*Date:*

2027 Net Positive Transactions

NET CIRCULATION Oct 2024 - Sep 2025

O W N I N G  L I B R A R Y	P A T R O N R E S I D E N C E																
	Milwaukee	Franklin	South Milwaukee	Greenfield	Greendale	Oak Creek	Wauwatosa	West Allis	St. Francis	Brown Deer	North Shore	Cudahy	Shorewood	Whitefish Bay	Hales Corners	Total	
Milwaukee	0	-22109	-9478	-69393	-18855	-14243	-186806	-99605	-34811	-30868	14318	-49050	-51560	-14819	-8318	-595597	
Franklin	22109	0	550	6903	9255	-10930	2016	1882	-36	-1286	2592	-2893	1389	131	573	32255	
South Milwaukee	9478	-550	0	504	-198	-1127	2855	516	-428	-357	2125	-8398	953	892	22	6287	
Greenfield	69393	-6903	-504	0	-5126	-71	2002	-506	-172	-978	2380	-2924	827	328	-12488	45258	
Greendale	18855	-9255	198	5126	0	306	1303	1317	-503	-636	1604	-2214	445	398	-2395	14549	
Oak Creek	14243	10930	1127	71	-306	0	-237	-1434	-650	-1657	1197	-5138	-493	-673	-656	16324	
Wauwatosa	186806	-2016	-2855	-2002	-1303	237	0	-12872	-1981	-3381	3294	-5563	1791	-1404	-2404	156347	
West Allis	99605	-1882	-516	506	-1317	1434	12872	0	-537	-2003	4504	-4982	1743	1557	-2378	108606	
St. Francis	34811	36	428	172	503	650	1981	537	0	180	1917	-8070	889	689	82	34805	
Brown Deer	30868	1286	357	978	636	1657	3381	2003	-180	0	17204	-116	1359	1796	255	61484	
North Shore	-14318	-2592	-2125	-2380	-1604	-1197	-3294	-4504	-1917	-17204	0	-3681	-6404	-39062	-1236	-101518	
Cudahy	49050	2893	8398	2924	2214	5138	5563	4982	8070	116	3681	0	1500	1956	402	96887	
Shorewood	51560	-1389	-953	-827	-445	493	-1791	-1743	-889	-1359	6404	-1500	0	-5164	-646	41751	
Whitefish Bay	14819	-131	-892	-328	-398	673	1404	-1557	-689	-1796	39062	-1956	5164	0	-513	52862	
Hales Corners	8318	-573	-22	12488	2395	656	2404	2378	-82	-255	1236	-402	646	513	0	29700	
Total	595597	-32255	-6287	-45258	-14549	-16324	-156347	-108606	-34805	-61484	101518	-96887	-41751	-52862	-29700		

Net Positives 697115

	Net positive	% positive
Milwaukee	-	0.0%
Franklin	32,255	4.6%
South Milwaukee	6,287	0.9%
Greenfield	45,258	6.5%
Greendale	14,549	2.1%
Oak Creek	16,324	2.3%
Wauwatosa	156,347	22.4%
West Allis	108,606	15.6%
St. Francis	34,805	5.0%
Brown Deer	61,484	8.8%
North Shore	-	0.0%
Cudahy	96,887	13.9%
Shorewood	41,751	6.0%
Whitefish Bay	52,862	7.6%
Hales Corners	29,700	4.3%
Total	697,115	100.0%

2027 Member Reserve Fund

The 2027 **Member Reserve Fund** payment is based on net positive circulation transactions (weighted at 80%) and items added (weighted at 20%) from 10/1/24 through 09/30/25. As per the ILS, Resource Sharing and Technology Agreement, the 2027 payment is 34% of 2026 system aid, which is \$4,460,123. The total Member Reserve Fund payment for 2027 is \$1,516,442 and will be sent out in February 2027.

	10/24 - 9/25 Net Positive Transactions	10/24 - 9/25 Items Added	COL B Weight	COL C Weight	Weighted Number		Payment
Brown Deer Public Library	61484	3405	80	20	49868	8.46%	\$ 128,234
Cudahy Family Library	96887	7312	80	20	78972	13.39%	\$ 203,074
Franklin Public Library	32255	7636	80	20	27331	4.63%	\$ 70,281
Greendale Public Library	14549	4334	80	20	12506	2.12%	\$ 32,159
Greenfield Public Library	45258	6140	80	20	37434	6.35%	\$ 96,261
Hales Corners Public Library	29700	2400	80	20	24240	4.11%	\$ 62,332
Milwaukee Public Library	0	62065	80	20	12413	2.10%	\$ 31,920
North Shore Library	0	4109	80	20	822	0.14%	\$ 2,113
Oak Creek Public Library	16324	7011	80	20	14461	2.45%	\$ 37,187
Saint Francis Public Library	34805	3958	80	20	28636	4.86%	\$ 73,635
Shorewood Public Library	41751	7382	80	20	34877	5.91%	\$ 89,685
South Milwaukee Public Library	6287	4715	80	20	5973	1.01%	\$ 15,358
Wauwatosa Public Library	156347	21115	80	20	129301	21.93%	\$ 332,492
West Allis Public Library	108606	11944	80	20	89274	15.14%	\$ 229,564
Whitefish Bay Public Library	52862	6611	80	20	43612	7.40%	\$ 112,146
	697115	160137			589719	100.00%	\$ 1,516,442
34% of System Aid using 2026 number:	\$	1,516,442					

# OverDrive Advantage and Lucky Day Collection



10/8/25

To: MCFLS Board, Steve Heser  
From: Brian Van Klooster, Library Director  
Re: October 2025 LDAC meeting highlights

**Establishment of a system-wide Advantage Lucky Day collection:** This is a continuation of discussion started in September. Heser provided the results of an electronic poll proposing a choice of 3 levels of financial investment by all members to fund a lucky day collection starting in 2026. Member majority voted for a \$100,000 investment with the intent to monitor performance of the investment over time and adjust as needed. It is noted that some members including MPL and Greenfield will invest more than their pre-calculated share based on their commitment to increasing ebook access, which will benefit the County as a whole.

No members are considering adding a competing ebook product at the moment, and four will continue hoopla into 2026.

**Local author support and programming:** Van Klooster inquired about other members' experience with authors soliciting them to host local author book release events, author talks, including their books in the collections, etc. He noted he thinks there may be opportunity to support local authors in a cooperative/coordinated way by learning from Oak Creek's experience with Author Fest, Wisconsin Book Week, and the Southeast Wisconsin Festival of Books. Several members agreed that this is an experience we share. Existing solutions used by members have included local authors collections, partnering with local authors to host their reading/signing, and Oak Creek's Author Fest. Van Klooster received support when he suggested he attend SE WI Festival of Books in November and reach out to organizers to see if the event can be extended in some way into Milwaukee County. Heser said he would connect with Bridges staff on the topic as well.

**Library pricing arrangements outside of Baker & Taylor:** Member libraries, like many throughout the country, are struggling with finding book vendors to replace Baker & Taylor, which is increasingly unreliable. Several members use a combination of vendors at the moment including Amazon, Barnes and Noble, Ingram, and local bookstores. This inconsistency is a marked loss of efficiency for libraries. The Baker & Taylor situation is ongoing and competing vendor relationships will be discussed again. MPL is significantly impacted by this disruption as their acquisitions workflow heavily integrates with Baker & Taylor. Additionally, the discount that MPL negotiated with Baker & Taylor benefitted all member libraries and is more significant than many other vendors have offered.

**Review of the 2026 MCFLS Budget and System Plan:** Heser reviewed the budget and system plan in some detail. Members had few questions or comments following the overview.

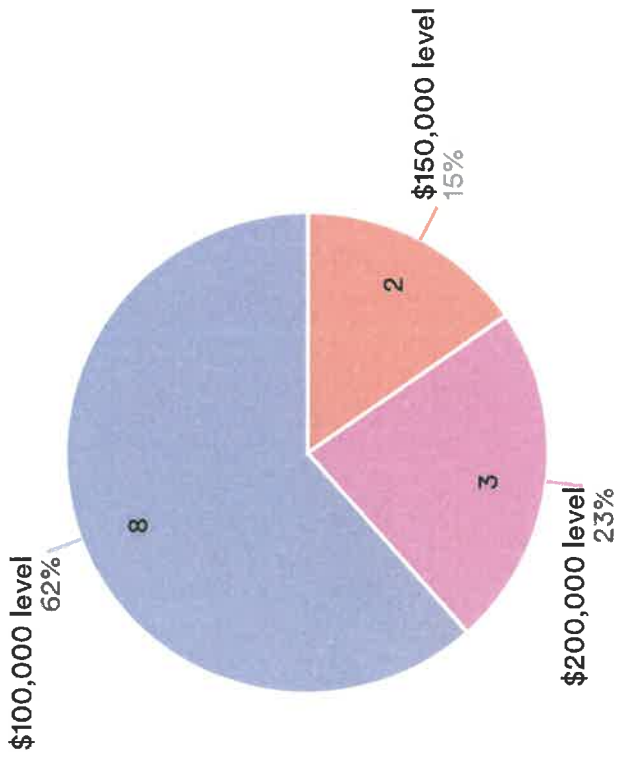
Update regarding discussions with Community Reintegration Center: Heser and Pederson updated members that a recent meeting with the CRC was encouraging, with their staff showing support and interest in assisting their clients with getting access to library resources. Limited use cards given to clients as they depart was discussed. Introductory videos about library resources, and other marketing tools were proposed. Discussion about supporting the book collection was also re-introduced.

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Greendale Public Library  
5647 Broad Street  
Greendale, WI 53129

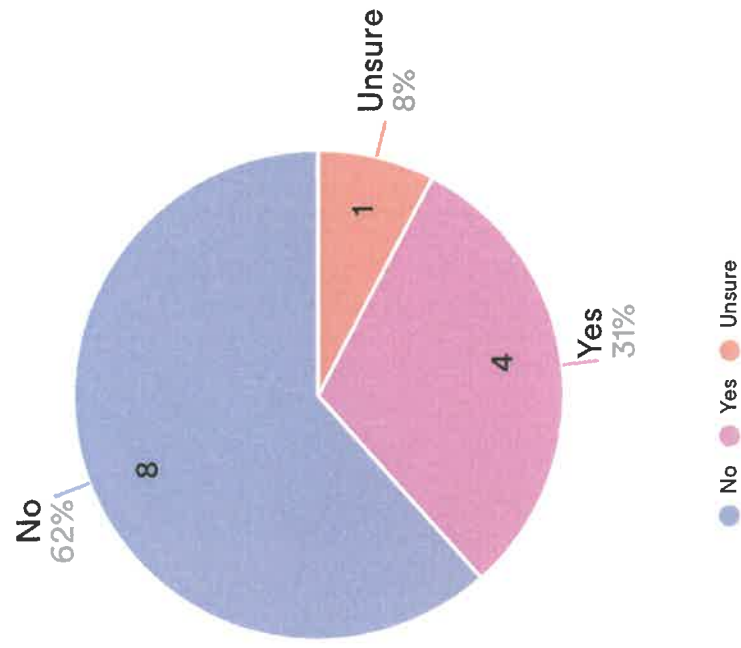
P: 414.423.2136  
www.greendalepubliclibrary.info

Using the Projected Member Costs document above, at what level would your library be able to support an Advantage Lucky Day collection starting January 2026?



Data	Response	%
\$100,000 level	8	62%
\$200,000 level	3	23%
\$150,000 level	2	15%

Do you plan on continuing with hoopla for 2026?



## Comments and/or additional information

### Data

Depending on how our 2026 budget works out, we might be able to contribute at the \$200,000 level, but we cannot commit to that at this point.

We had to cut \$7,000 out of our Library Materials budget for 2026.

I would do more with the Advantage Lucky Day if I could!

My board agreed that if MCFLS moves forward with a lucky day collection in Overdrive, we would discontinue Hoopla in 2026 and move the money budgeted for Hoopla to the Lucky Day collection.

Ultimately, the Shorewood Public Library Board of Trustees decided to keep Hoopla for another year with the idea that we would discontinue Hoopla in 2027, and transition funding for OverDrive Advantage in our next budget. One thing that would be helpful is having these conversations earlier in the year. Some of our trustees felt that discontinuing Hoopla now would not give enough time to communicate the change to our patrons. Plus, Shorewood's budget was already done and submitted to the Village when this year's conversation occurred. Thanks for organizing this, Steve. I think additional funding for OverDrive Advantage is a good option moving forward.

We'd love to commit more but that will require dipping into materials budget, which we're not yet prepared to do.

Greenfield would be contributing \$10,000 from the 2026 budget

Barring any adverse budget decisions...(we haven't even started yet.)

### Other entries

## OverDrive Advantage and Lucky Day Collection Proposal

### Background

There has been growing concern among directors (both within MCFLS and statewide) about the sustainability of hoopla collections. While the service is popular, the user base is relatively small and costs continue to increase even with changes made to the service model. A few more libraries have communicated to MCFLS that they will not continue with hoopla for 2026, even though patron demand for digital content (particularly audiobooks) continues to grow. **In response, we are proposing member reinvestment in the OverDrive Advantage collection and establishing a system-wide Lucky Day collection of popular, high-demand titles available immediately without holds or wait times for all audiences.**

### Rationale

- **Cost Sustainability:** Unlike hoopla, OverDrive copied are purchased as needed, offering predictable budgeting for members year over year.
- **Familiar Platform:** Patrons already use the **Libby app**, which is the preferred and familiar entry point for most digital borrowers in Milwaukee County. Adding Lucky Day titles leverages this existing platform, eliminating the need for patrons to learn and manage a separate app.
- **Curated Collection:** Advantage selectors can **choose and refresh titles** to ensure the Lucky Day and Advantage Collection shelves reflect community demand and system priorities. This curation builds consistency and relevance across the county.
- **User Experience:** Immediate access to high-interest titles with a Lucky Day collection reduces frustration with long hold queues and reinforces the value of library e-collections.
- **Equity & Access:** A shared Lucky Day collection ensures all county residents benefit, regardless of which local library they belong to. This replicates the existing shared model of physical materials system-wide.

### Proposal

MCFLS proposes member reinvestment in the OverDrive Advantage collection and establishing a system-wide Lucky Day collection. Initial funding would be drawn from existing digital content allocations, with future growth tied to demonstrated demand. Key elements:

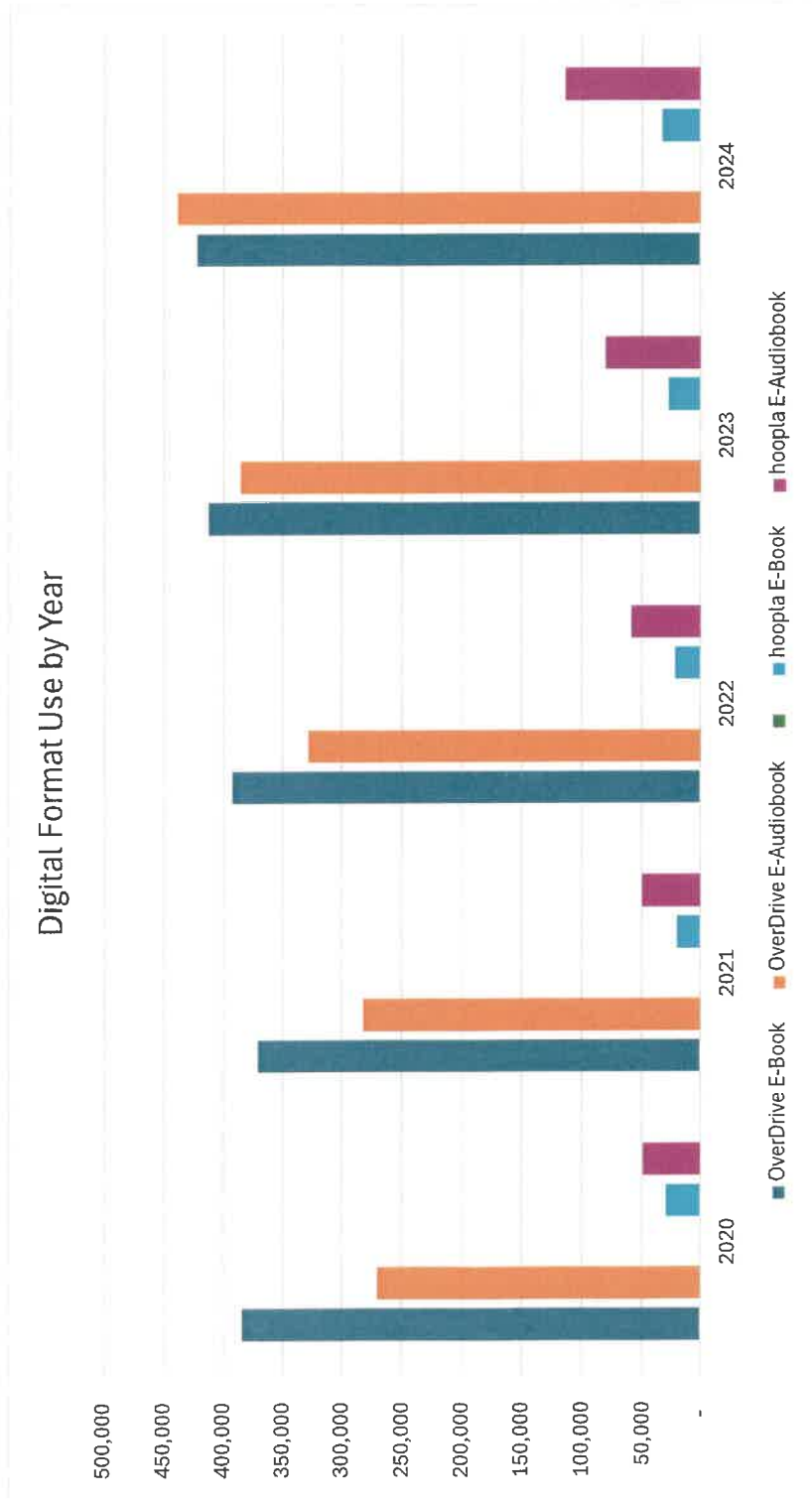
1. **Initial Investment:** Redirect funds previously allocated to hoopla into building a Lucky Day pool of high-demand e-books and e-audiobooks and enhancing the Advantage collection.
2. **Collection Management:** Titles will be curated by MCFLS Advantage selectors with input from member libraries to maintain relevance and balance.
3. **Sustainability:** Purchases are one-time or term-based rather than open-ended transactional costs, allowing for consistent budget planning.
4. **Usage Growth Model:** Each year, MCFLS will review circulation statistics for Lucky Day materials. If annual usage increases exceed a set benchmark (e.g., 5–10% growth), additional investment will be recommended to expand the collection proportionally.

Library	Overdrive Adv Use *	% Use	Proposed Member Contribution Levels				2026 Est. hoopla Costs
			\$100K	\$150K	\$200K		
Brown Deer	3278	1.06%	\$ 1,064	\$ 1,597	\$ 2,129	\$ 3,700	
Cudahy	5476	1.78%	\$ 1,778	\$ 2,667	\$ 3,556	\$ -	
Franklin	17225	5.59%	\$ 5,593	\$ 8,390	\$ 11,187	\$ 18,058	
Greendale	7085	2.30%	\$ 2,301	\$ 3,451	\$ 4,601	\$ 8,277	
Greenfield	11093	3.60%	\$ 3,602	\$ 5,403	\$ 7,204	\$ -	
Hales Corners	3105	1.01%	\$ 1,008	\$ 1,512	\$ 2,017	\$ 4,937	
Milwaukee	133774	43.44%	\$ 43,440	\$ 65,160	\$ 86,880	\$ 174,266	
North Shore	19676	6.39%	\$ 6,389	\$ 9,584	\$ 12,779	\$ -	
Oak Creek	15527	5.04%	\$ 5,042	\$ 7,563	\$ 10,084	\$ 18,412	
St. Francis	4857	1.58%	\$ 1,577	\$ 2,366	\$ 3,154	\$ 5,334	
Shorewood	12971	4.21%	\$ 4,212	\$ 6,318	\$ 8,424	\$ 13,768	
South Milwaukee	5684	1.85%	\$ 1,846	\$ 2,769	\$ 3,691	\$ 7,192	
Wauwatosa	39479	12.82%	\$ 12,820	\$ 19,230	\$ 25,640	\$ 42,837	
West Allis	16761	5.44%	\$ 5,443	\$ 8,164	\$ 10,885	\$ 21,017	
Whitefish Bay	11960	3.88%	\$ 3,884	\$ 5,826	\$ 7,767	\$ 12,202	
<b>TOTAL</b>	<b>307951</b>	<b>100.00%</b>	<b>\$ 100,000</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ 330,000</b>	
* 7/1/2024 - 6/30/2025 on Advantage Copy Circulation							

**MCFLS Member OverDrive and hoopla Usage by Format**

	2020	%	2021	%	2022	%	2023	%	2024	%	2025 *	%
OverDrive E-Book	383,970	59%	370,700	57%	392,068	54%	412,359	52%	421,927	49%	259,681	46%
OverDrive E-Audiobook	271,351	41%	282,771	43%	329,170	46%	385,943	48%	438,782	51%	308,716	54%
hoopla E-Book	29,877	38%	21,080	30%	22,327	27%	27,728	26%	33,639	23%	12,443	20%
hoopla E-Audiobook	49,447	62%	50,138	70%	59,554	73%	80,964	74%	114,659	77%	48,877	80%

\* Through July 2025



October 14, 2025

To: MCFLS Trustees

From: Steve Hesel, MCFLS Director

Re: 2026 proposed MCFLS Budget

## Summary

I am submitting the proposed 2026 MCFLS budget for board approval after consultation with both system staff and LDAC members. I've included notable highlights below. Overall, I feel this budget reflects the needs of the system and holds down costs for members wherever possible.

## Highlights

Points of emphasis in the proposed budget:

- State aid will increase by 4% (+ \$178,312) in 2026 and account for increases to member reserve fund/reciprocal borrowing (+ \$124,818) and resource library (+ \$11,145) expenditures. Member reserve fund calculations use previous state aid numbers. In 2025, the system received a 9% increase, which accounts for the larger amount paid to the member reserve fund line in 2026.
- Per agreements signed last year, MCFLS once again will absorb all costs related to the Sierra integrated library system and the Bibliographic and Database Maintenance agreement relieving members of these expenditures. This will account for a \$25,650 increase to the system from the previous year. Both contracts have 3% escalators built into the calculations.
- Member Advantage costs will vary based on the proposed investment in an OverDrive Advantage/Lucky Day collection. More member libraries will likely drop hoopla for 2026 and the Lucky Day collection is being proposed as one solution to meet patron demand for digital materials, particularly audiobooks.
- I am proposing the establishment of a MCFLS Reserve fund that will be separate from annual operating expenses and allow the system to weather any unforeseen financial circumstances or fund special projects with board approval. For 2026, I am proposing to start with a \$20,000 allocation to this reserve fund. To pay for this fund, I am pulling money from MCFLS Equipment and Telecommunication expenses lines.

## Reduction in Member Costs

The system will also reduce costs for members in these areas:

- Mobile App and Selfcheck Costs. MCFLS is again covering the costs of the new Innovative mobile app and will cover implementation and ongoing maintenance charges for any library wishing to integrate self-check through the mobile app in 2026.
- Patron Point Marketing Platform. The system covers all costs related to Patron Point, which provides MCFLS and member libraries with cost-effective marketing tools such as newsletters, notifications and services such as automatic patron card renewal. This service is expected to save members an estimated \$40,559, excluding staff time saved with overseeing card renewals.
- Electronic Resources Costs. MCFLS will again cover the entire cost of providing Gale Courses, Udemy on-demand video instruction, Transparent Languages, OverDrive Magazines and Gimlet reference tracking. A newly formed workgroup will review usage of these resources to ensure they are still meeting member needs. The total cost for all these products for 2026 is \$125,969.
- Catalog Discovery Layer. The system will again pay for access to the Aspen Discovery layer to provide online access to member holdings and is also proposing to allocate additional funds for development work. Total cost savings for members will be \$70,093.



Garland ■ Solutions

# Library Upper Roof Replacement Project



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# *Agenda*

- Project Timeline
- Project Ariel Photo & Scope of Work
- Ariel Photo/Staging
- Emergency Call List and Project Updates

# *Project Timeline*

September 24<sup>th</sup> – Pre-Construction Meeting

October 20<sup>th</sup> – Start of Project

- Ballast Removal (Vacuuming)
- Upper Roof
- Metal Installation
- Clean Up and Removal of Equipment and Material

End of October – Projected Project Completion

October/November – Punch List & Final Roof Walk

# Scope of Work

## (Upper Roof)

### Scope of Work – Upper Roof – Modified Bitumen Roof System

#### Base Bid: Roof Preparation & Installation

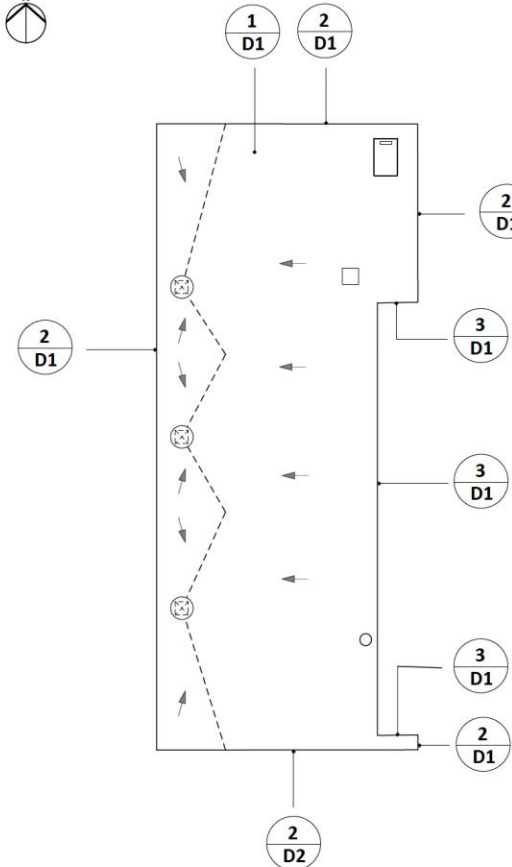
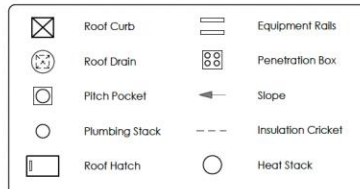
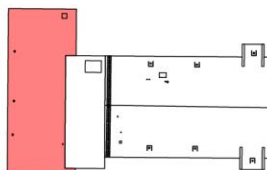
1. Remove Existing Roof System down to existing Insulation surface
2. Clean Existing Insulation Surface of all Dirt and Debris before installing new roof system. Remove and replace all wet and deteriorated insulation with like material.
3. Install 1" PolyISO insulation, mechanically fastening down to metal deck
4. Install insulation crickets and saddles, to ensure 1/4" slope on all crickets and saddles
5. Install 1/2" Woodfiber Recovery Board, adhered in Hot Asphalt
6. Install 2 (Two) Layers of Modified Base Sheet for Field and Flashings, in Hot Asphalt
7. Install 1 (One) Layer of Smooth Surface Modified Cap Sheet for Field and Mineral Surface Cap Sheet for Flashings, adhered in Hot Asphalt
8. Install Cold Process Flood and Gravel surface to surface of cap sheet in field of roof
9. Install New 24ga Sheet Metal to Perimeters, Flashings, Counter Flashings, Coping Caps, etc.
10. Raise Through-Wall Overflow Scuppers and increase scupper size, install new scupper box and connect to existing downspouts.
11. Clean and Re-Use existing Cast Iron Drain Bowls, install new rings and strainers, sump into roof with 4' x 4' sumps

#### Alternate Bid

12. Use of Cold Process Interply Adhesive, instead of Hot Asphalt for Roof Base and Cap Sheets

#### Project Notes

1. Existing roof system and all materials removed are to be disposed off-site by Roofing Contractor.
2. All roof penetrations shall have a min. of 8" flashing heights.
3. Rails on Roof Hatch are to be removed and disposed off site, NO new railings to be installed.
4. Field of roof is to be uniform and will ensure positive water flow to roof drains.
5. All penetrations and perimeters shall receive new 24 ga. Prefinished sheet metal extended down to the field of roof, NO EXPOSED FLASHINGS. Owner to approve color.
6. All entrances must be operational during project, any entrances that need to be closed, require prior authorization by Owner.



The Garland Company  
3800 E. 91st Street  
Cleveland, OH 44105

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ISSUED DATE:

6/11/2025

CITY OF GREENFIELD  
Public Library  
5310 W Layton Ave, Greenfield, WI 53220

SHEET TITLE:

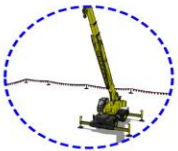
SCOPE OF WORK

SHEET NO.

A-1



# Project Staging



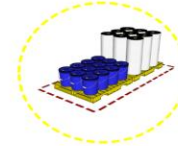
**HOISTING  
ZONE**  
(LIFTING RESTRICTED TO SATURDAYS)



**DUMPSTER  
ZONES**



**SAFETY FLAG  
SAFETY ZONE**



**MATERIAL  
STAGING ZONE**



since 1895

# *Project Contact List*

## **Langer Roofing**

Dan Knickelbein – Project Manager – (414) 881-1033 – [dannyk@langer-roofing.com](mailto:dannyk@langer-roofing.com)

Pete Wirth – Roofing Superintendent – (414) 313-4803 – [pwirth@langer-roofing.com](mailto:pwirth@langer-roofing.com)

Eric Moll – Project Foreman – (414) 507-6005 – [emoll@langer-roofing.com](mailto:emoll@langer-roofing.com)

Jeremy Miller – Sheet Metal Superintendent – (414) 315-4041 – [jmiller@langer-roofing.com](mailto:jmiller@langer-roofing.com)

Dermot Molloy – Safety Director – (414) 659-0003 – [dmolloy@langer-roofing.com](mailto:dmolloy@langer-roofing.com)

## **The Garland Company**

Rhett Surman – Territory Manager - 920-309-2179 – [rsurman@garlandind.com](mailto:rsurman@garlandind.com)

Bill Snow – Territory Manager - (608) 469-4075 – [bsnow@garlandind.com](mailto:bsnow@garlandind.com)

## **City of Greenfield**

Kent Perleberg – Buildings and Facilities Manager – (414) 550-9851 - [Kent.Perleberg@greenfieldwi.us](mailto:Kent.Perleberg@greenfieldwi.us)

Randy Esch – Public Works Superintendent – (414) 761-5372 – [Randy.Esch@greenfieldwi.us](mailto:Randy.Esch@greenfieldwi.us)

Jeff Katz – Director of Neighborhood Services – (414) 939-8322 – [Jeffery.Katz@greenfieldwi.us](mailto:Jeffery.Katz@greenfieldwi.us)

Jennifer Einwalter – Library Director – (414) 321-9595 – [Jennifer.Einwalter@greenfieldwi.gov](mailto:Jennifer.Einwalter@greenfieldwi.gov)





**Project:** Repair 8" Water Main  
**Bill To:** City of Greenfield  
**Job:** 2575-1911-202  
**Date:** Wednesday, June 18, 2025

**Location:** 5300 W Layton Ave  
Greenfield, WI

**Notes:** Arrived onsite began drilling holes to locate leak and found blow hole at spring line. Used a 8"x15" clamp to repair, turned water on and it broke again. Repaired both holes with 8"x25" clamp and backfilled.

	<i>Description</i>	<i>Quantity</i>	<i>Unit</i>	<i>Unit \$</i>	<i>Total \$</i>
<b>Labor:</b>					
	Foreman (OT)	5	HR	\$206.00	\$1,030.00
	Operator (OT)	5	HR	\$178.00	\$890.00
	Laborer (OT)	10	HR	\$168.00	\$1,680.00
				<b>Subtotal:</b>	<b>\$3,600.00</b>
<b>Equipment:</b>					
	Equipment Group 1	1	DY	\$2,900.00	\$2,900.00
				<b>Subtotal:</b>	<b>\$2,900.00</b>
<b>Material:</b>					
	8"x25" Repair Clamp	1	EA	\$456.19	\$456.19
				<b>Subtotal:</b>	<b>\$456.19</b>
				<b>Total:</b>	<b>\$6,956.19</b>





12930 W. Custer Ave., Butler, WI 53007

Phone: (262) 781-5940

Website: www.midcitycorp.us

# Invoice

<b>Invoice Number</b>	106531
<b>Invoice Date</b>	9/18/2025
<b>Due Date</b>	10/18/2025

**Bill To:** CITY OF GREENFIELD  
 7325 W FOREST HOME  
 GREENFIELD, WI  
 53220

**Work Performed At:** 8" WATER MAIN REPAIR  
 5300 W LAYTON AVE &  
 GREENFIELD WI

MCC Job No	Customer ID	Customer PO	Payment Terms	Date Ordered
	GREENFC		Net 30 Days	6/18/2025
Quantity	Description		Unit Price	Price
1.00	REPAIR 8" WATER MAIN PER THE ATTACHED.		6,956.19	6,956.19

Subtotal	\$	6,956.19
Sales Tax (if applicable)	\$	0.00
<b>Total Due</b>	<b>\$</b>	<b>6,956.19</b>

*Thank you for your business!*

As required by the Wisconsin construction lien law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and building if not paid. Those entitled to lien rights, in addition to the undersigned builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to the mortgage lender, if any. Builder agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid 1.5% service charge will be added to all accounts due 30 days or more. 18% per annum.