



**GREENFIELD PUBLIC LIBRARY BOARD**  
**Thursday, May 16 at 6:30 P.M.**  
**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 President Robin Bruhn at 6:32 PM.**

On roll call in attendance were Robin Bruhn, Marie Cardenas via Zoom, Sue DeWitt, Brittany Haiser, Amber Lococo, and Melissa Mendoza. Rick L'Amie arrived at 6:39 pm. Alderman Andy Drzewiecki arrived at 6:42 pm. Creston Fleming was absent and excused/

Jennifer Einwalter, Library Director, was also in attendance.

**2. Public comment (Information) - none**

**3. Comptroller's report (Information)**

Brittany provided a report. The library is at 94% of revenues and 29% of expenditures. She reported she had reviewed the invoices for the month and did not see anything unusual.

Jennifer reported on the capital equipment spending.

**4. Consent Agenda (Action)**

- a. Approval of the April 18, 2024, minutes**
- b. Approval of the May 2024 financial report**
- c. Approval of the May 2024 invoices**

Motion to approve the consent agenda by Robin and seconded by Brittany. Motion carried unanimously.

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

**6. President's report (Information) – none**

**7. Old Business**

- a. Report, discussion, and decision regarding Friends of the Greenfield Public Library (Informational)**

Report: Sue reported she was working on getting bookmarks distributed to the schools before the end of the school year. Jennifer will work with her to those printed and ready for distribution.

**8. New Business**

- a. **Report, discussion, and decision regarding – Board to walk through the library to view space for planning an recent changes.**

**Report:** Marie Cardenas was on Zoom and did not participate in the tour. Jennifer provided a tour to the Board of all three library floors, reviewing work that has been completed, ideas for spaces from staff, and projects in progress.

Discussion: Overall, the Board is pleased with the direction GPL is moving in and asked for updates to continue. They enjoyed seeing the basement and the work done by the DPW crew on the wall where effervescence was showing along the bottom.

The tour ended at 7:29pm and the Board went back into the conference room to finish the rest of the meeting.

**9. Library Director's Report:**

- a. **Youth Services Librarian – Report on Fall 2023, Spring and Summer 2024, and what's coming for youth services**

Jennifer reported Christine, GPL's Youth Services Librarian, could not attend the meeting because she is fighting a cold. She will provide her report at a later meeting.

- b. **Donation from Local Child to Children's Playhouse**

Jennifer reported a local, young lady had a lemonade stand and donated the profits to GPL as toys for the playhouse. She came and spoke with Christine, the Youth Services Librarian, for ideas about what the playhouse could use. The total donation was \$175.

- c. **Board Directory**

Jennifer provided a copy of the board directory with current information she received.

- 10. Board to go into closed session pursuant to Wisconsin Statutes 19.85 (1) (c) to consider the following: employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Library Director Review and 2025 staff wages)**

Motion to go into closed session by Robin and seconded by Amber at 7:30 pm. Motion carried unanimously on a roll call vote.

- 11. Adjourn closed session and reconvene into sessions**

Motion to adjourn closed session and reconvene into open session made by Amber and seconded by Melissa at 8:03 pm. Motion carried unanimously.

**12. Action on closed session items (if needed)**

Robin made a motion to approve the alignment of the Library Staff Wage Table with the City of Greenfield to start in 2025, seconded by Amber. Motion carried unanimously.

**13. New Items for Placement on the next agenda (information) – None**

**14. Next Meeting: June 20, 2024, at 6:30 pm** – Robin and Amber noted that both will not attend the meeting.

**15. Adjournment (Action)**

Motion to adjourn the meeting by Brittany at 8:04 pm and seconded by Melissa. Motion carried.

Respectfully submitted  
Jennifer Einwalter, May 2024