



GREENFIELD PUBLIC LIBRARY BOARD
Thursday, October 17, at 6:30 PM
2nd Floor Conference Room
5310 W. Layton Ave. Greenfield, WI 53220

In-person meeting with virtual option available.

1. The meeting was called to order by Creston Flemming at 6:34 p.m.

On roll call in attendance were Amber Lococo, Connie Hughes, Creston Flemming, Sue DeWitt, Alderman Andrew Drzewiecki, Kyle Sundby, and Marie Cardenas.

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

2. Public comment (information)

None

3. Comptroller's report (information)

Brittany was not at the meeting, but she emailed Creston an update. There were invoices from Byte Studios to update the website with links to the new CountyCat online catalog, Shurclean for carpet cleaning, and Ideal Mechanical.

No significant changes since last month

4. Consent Agenda (Action)

- a. Approval of the September 19, 2024, minutes**
- b. Approval of the September 2024 financial report**
- c. Approval of the September 2024 invoices**

Items pulled from the consent agenda for discussion (Action)

Financial report: Equipment repair line, over by \$15K. That's the amount for elevator and fire panel repair. City has received the insurance payment and we're just waiting for finance to credit that back to our account.

Amber asked what line the Friends Group money is in. Jennifer will follow up with this info.

Accounts payable: Last invoice from the elevator repair showed up in September.

Capital expenses: Musical instruments are on the invoices.

Amber moved to approve the consent agenda and Sue seconded; motion passed unanimously.

5. President's Report (information)

None

6. Old Business

None

7. New Business

- a. Report, discussion, and decision regarding the 2025 Calendar of open and closed dates.**

4th of July is on Friday, so Jennifer recommends we close the 5th as well. Same number of total closed days = 32 total closed days. Followed the same holiday schedule as 2024.

Full day off in May for staff training. Would like to bring in a trainer for a DISC assessment.

Amber motioned to approve the 2025 calendar of open and closed dates and Connie seconded; motion passed unanimously

8. Library Director's Report – update on current projects.

Jennifer had a great comment about the puzzle. Patron made a friend working on the puzzle.

Jennifer had a conversation with Mayor, Human Resources, and Finance about sunseting the library handbook. Part time employees will not receive paid time off for employees hired 2025 and after. Current staff grandfathered in. They felt strongly that they didn't want to open up that benefit to other departments. There will be a sick leave incentive. Retirement health insurance coverage is changing. Sick leave balance, library employees will get 50% up to 75 days cash payment. Will change to a health retirement account. Bereavement leave coverage will decrease. Longevity awards will move to city program, which will be that employees will get a choose a gift from an online catalog. Training period change from one year to six months.

Discussion of part time employees getting vacation.

MCFLS contract update: They are taking on all ILS costs including cataloging. Libraries will take on the cost of Hoopla. MCFLS Board chose option #2 (Reciprocal borrowing payments would change to collection development grants.) and adjusted weights to improve payments. Not a unanimous decision. Payment is a member reserve fund (not tied to anything. Libraries can use it as they wish.) instead of reciprocal borrowing.

Next month there will a contract for the board to approve, which has the changes that the Library Board voted in favor of at the September meeting.

Book sale will be this weekend. Health fair last Saturday that Jennifer and Christine attended went well.

Open records request for video footage dealing with a custody dispute. Jennifer will verify with the city attorney that she's okay to release it.

9. **Adjourn to closed session pursuant to Wisconsin State Statute 19.85(1)© to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility (Library Director Performance Evaluation and Contract Renewal).**

10. **Adjourn out of closed session and reconvene into open session (Action)
7:12 adjourn into closed session.**

Amber motioned to adjourn into closed session and Andy seconded. Roll call vote taken; motion passed unanimously.

11. **Adjourn out of closed session and reconvene into open session (Action)**

Creston motioned to adjourn out of closed session at 8:15 p.m. and Sue seconded. Roll call vote taken; motion passed unanimously.

12. **Decision regarding Library Director Performance Evaluation and Contract Renewal (Action)**

Motion made by Creston seconded by Connie to approve Library Director's contract renewal for a period of October 2 - December 31, 2024. Motion passed unanimously.

13. **Next Meeting: November 21, 2024, at 6:30 PM**

14. **Adjournment**

Motion made by Andy seconded by Amber to adjourn the library board meeting at 8:20 pm; motion passed unanimously.