



GREENFIELD PUBLIC LIBRARY BOARD
Thursday, May 21, 2026, 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 the April 16, 2026 minutes
 - b. Approval of the March 2026 financial report
 - c. Approval of the March 2026 invoices
 - d. Approval of the April 2026 financial report
 - e. Approval of the April 2026 invoices
5. Items pulled from the consent agenda for discussion (Action)
6. President’s Report (Information)
7. Old Business –
 - a. Report and Discussion regarding Sunday Hours
8. New Business
 - a. Report, discussion, and decision regarding appointment of a nominating committee for officers of the Library Board – President
 - b. Report, discussion, and decision regarding adding Who-Fi wireless service
 - c. Report, discussion, and decision regarding upgrading public printing software to Envisionware Cloud9
 - d. Report, discussion, and decision regarding children’s library furnishing project using donated funds
9. Library Director’s Report (Informational)
10. New items for placement on the next agenda (Information)
11. Next Meeting: June 18, 2026 – 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. 05/18/2026



GREENFIELD PUBLIC LIBRARY BOARD
Thursday, April 16, 2026, at 6:30 PM
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 Creston at 6:35 PM

On roll call in attendance were Creston Flemming, Amber Lococo, Marie Cardenas, Sue DeWitt, Connie Hughes, Sarah Dunmire, and Kyle Sundby. Brittany Haiser was excused.

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

2. Public comment (information)

none

3. Comptroller's report (information)

There was no financial report because Brittany was not at the meeting and the library's computer network is down, so Jennifer could not provide a detailed list of invoices. The library board will review the March finances at the next meeting.

Discussion of if payments to vendors will be late and if we should notify them. Jennifer reported that the Finance Department's network is back up and was only down for four days, so the library isn't falling behind on payments.

4. Consent Agenda (Action)

- a. Approval of the minutes**
- b. Approval of the financial report**
- c. Approval of the invoices**

Connie motioned to approve March minutes and Sue seconded; motion passed unanimously.

5. Items pulled from the consent agenda for discussion (Action)

none

6. President's Report (information)

Creston asked about the cyber security incident that affected the library and other City of Greenfield departments. Jennifer reported on the outage and the work being done to restore the library's computers. Creston thanked Jennifer for putting in the extra hours to bring back library services and for providing the board with status updates.

7. Old Business

a. Report and Discussion regarding Sunday Hours Data

Jennifer put together some questions for a potential patron survey about library hours. Discussion on if a question about what patrons use library for should be added. Jennifer thought that would be more relevant for a strategic planning survey.

Discussion of consequences of possibly decreasing number of hours open.

Jennifer thinks the library should not be open until 8:30 PM during the week. She thinks it's a safety issue for staff and patrons. Board would like to consider evening security.

Amber noted that if the library surveys the community, they must be willing to act on the responses. Only asked questions that the library is willing to act on.

Sue proposed board review in house metrics and then decide what questions should be on survey.

Jennifer will work on in-house metrics and rework some of the questions.

b. Report and Discussion regarding a Library Board Policies Review Timeline and Inventory

Jennifer doesn't have access to her files on this, so it will be tabled until next month.

8. New Business – none

9. Library Director's Report (Information)

Jennifer reported that Brittany contacted her after the cybersecurity incident and discussed creating a business continuity plan for the library, since the library closed for three days when the network went down.

Marie asked what caused the cyber security incident. Jennifer reported that someone got in through an employee's VPN. They created a program to bring down Greenfield's network. Most damage was at City Hall, specifically the finance department. Jennifer and Emily met on Sunday

to create a plan to open on Monday. The library used hotspots and laptops for all services. Emily reached out to MCFLS for help with hotspots.

Jennifer shared a letter sent from the mayor to all City of Greenfield employees about the network disruption.

The mayor asked Jennifer to prioritize tech that needs to be worked on. Right now, the priority is printing and getting new items out to the public.

Emily reported the storm water was backing up in the women's restroom, hallway, and Community Room earlier in the day. Kent, the Buildings and Facilities Manager, brought in carpet cleaners. The library's book sale is this weekend, so the carpets should be dry by then.

Jennifer reported that the historical prints framing project has been delayed due to a family emergency with the framer.

Jennifer went to PLA and found some companies that provide fun things for the Children's library. The purchases will come to the board for approval at some point.

Jennifer and Emily are looking into replacing RFID pads and software and self-checkout machines. Jennifer talked to all the major vendors at PLA. Our current pads and software are 12 years old and need to be updated.

The library is hosting an author visit with Jennifer Chiaverini on Monday, April 20.

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

none

11. Next Meeting: May 21, 2026 at 6:30 PM

12. Adjournment (Action).

Connie moved to adjourn at 7:56 PM and Marie seconded; motion passed unanimously.

PERIOD ENDING 03/31/2026

| GL NUMBER | DESCRIPTION | 2026 AMENDED BUDGET | YTD BALANCE 03/31/2026 | ACTIVITY FOR MONTH 03/31/2026 | AVAILABLE BALANCE | % BDGT USED |
|--------------------------------------|----------------------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 100 - LIBRARY | | | | | | |
| Revenues | | | | | | |
| Dept 0000 | | | | | | |
| 100-0000-411.1000 | GENERAL PROPERTY TAXES | 1,453,652.00 | 1,453,652.00 | 0.00 | 0.00 | 100.00 |
| 100-0000-430.1010 | NET USAGE PAYMENTS | 86,209.00 | 87,679.00 | 87,679.00 | (1,470.00) | 101.71 |
| 100-0000-436.9000 | OTHER STATE PAYMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-0000-467.1010 | LIBRARY REVENUE | 16,000.00 | 2,991.11 | 755.90 | 13,008.89 | 18.69 |
| 100-0000-467.1020 | PHOTO COPIES | 10,000.00 | 3,659.75 | 1,200.90 | 6,340.25 | 36.60 |
| 100-0000-467.1030 | PROGRAMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-0000-467.1040 | FINES | 0.00 | 2,308.71 | 435.01 | (2,308.71) | 100.00 |
| 100-0000-467.1050 | FINES - MCFLS SUSPENCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-0000-467.1070 | OTHER | 0.00 | (162.58) | (56.49) | 162.58 | 100.00 |
| 100-0000-480.1000 | DONATIONS GENERAL | 0.00 | 7,349.12 | 7,059.96 | (7,349.12) | 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 | 0.00 | 26.62 | 9.18 | (26.62) | 100.00 |
| 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 | 0.00 | 0.00 | 40,000.00 | 0.00 |
| Total Dept 0000 | | 1,605,861.00 | 1,557,503.73 | 97,083.46 | 48,357.27 | 96.99 |
| TOTAL REVENUES | | 1,605,861.00 | 1,557,503.73 | 97,083.46 | 48,357.27 | 96.99 |
| 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 | 932,870.00 | 206,299.83 | 71,273.09 | 726,570.17 | 22.11 |
| 100-3001-514.0000 | OVERTIME | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 100-3001-515.0100 | GRP HEALTH/LIFE INSURANCE | 168,339.00 | 46,315.37 | 16,011.26 | 122,023.63 | 27.51 |
| 100-3001-515.1100 | EMPLOYER TAXES-FEDERAL | 71,404.00 | 14,869.41 | 5,132.42 | 56,534.59 | 20.82 |
| 100-3001-515.1500 | PENSION-GENERAL | 63,330.00 | 13,876.50 | 4,819.12 | 49,453.50 | 21.91 |
| 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 | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00 |
| 100-3001-524.1200 | EQUIPMENT MAINTENANCE | 40,000.00 | 3,641.17 | 1,510.97 | 36,358.83 | 9.10 |
| 100-3001-530.0100 | OFFICE SUPPLIES/SM \$ ITEM | 15,000.00 | 1,866.11 | 0.00 | 13,133.89 | 12.44 |
| 100-3001-530.0700 | PRINTING | 19,500.00 | 4,288.60 | 605.73 | 15,211.40 | 21.99 |
| 100-3001-530.0800 | POSTAGE & MAILING | 1,800.00 | 234.28 | 0.00 | 1,565.72 | 13.02 |
| 100-3001-530.1100 | DUES & SUBSCRIPTIONS | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 100-3001-530.1300 | MARKETING | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 100-3001-530.1600 | TRAINING | 8,000.00 | 3.19 | 0.00 | 7,996.81 | 0.04 |
| 100-3001-530.4500 | EQUIPMENT REPAIRS | 10,000.00 | 290.00 | 0.00 | 9,710.00 | 2.90 |
| 100-3001-580.1100 | NEW EQUIPMENT | 3,618.00 | 252.37 | 0.00 | 3,365.63 | 6.98 |
| 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 | | 1,372,861.00 | 291,936.83 | 99,352.59 | 1,080,924.17 | 21.26 |
| Dept 3002 - LIBRARY COLLECTION | | | | | | |
| 100-3002-538.1010 | BOOKS | 90,000.00 | 5,365.32 | 0.00 | 84,634.68 | 5.96 |
| 100-3002-538.2000 | PERIODICALS | 7,000.00 | 0.00 | 0.00 | 7,000.00 | 0.00 |

REVENUE AND EXPENDITURE REPORT FOR GREENFIELD

PERIOD ENDING 03/31/2026

| GL NUMBER | DESCRIPTION | 2026 AMENDED BUDGET | YTD BALANCE 03/31/2026 | ACTIVITY FOR MONTH 03/31/2026 | AVAILABLE BALANCE | % BDGT USED |
|--|---------------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 100 - LIBRARY | | | | | | |
| Expenditures | | | | | | |
| 100-3002-538.3000 | DATA BASE MANAGEMENT | 2,500.00 | 147.60 | 0.00 | 2,352.40 | 5.90 |
| 100-3002-538.4000 | EBOOKS | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 100-3002-538.5000 | NON-PRINT | 13,000.00 | 2,945.46 | 697.94 | 10,054.54 | 22.66 |
| Total Dept 3002 - LIBRARY COLLECTION | | 122,500.00 | 8,458.38 | 697.94 | 114,041.62 | 6.90 |
| Dept 3003 - BUILDING OPERATIONS | | | | | | |
| 100-3003-522.1000 | ELECTRIC | 34,000.00 | 8,431.46 | 2,814.56 | 25,568.54 | 24.80 |
| 100-3003-522.1100 | GAS | 8,000.00 | 4,739.70 | 1,270.10 | 3,260.30 | 59.25 |
| 100-3003-522.1300 | WATER | 2,300.00 | 687.96 | 282.96 | 1,612.04 | 29.91 |
| 100-3003-522.1400 | SEWER SERVICE | 3,700.00 | 860.00 | 0.00 | 2,840.00 | 23.24 |
| 100-3003-529.1000 | JANITORIAL | 30,000.00 | 7,846.20 | 2,615.40 | 22,153.80 | 26.15 |
| 100-3003-530.0600 | BUILDING SUPPLIES-JANITOR | 4,000.00 | 440.90 | 0.00 | 3,559.10 | 11.02 |
| 100-3003-530.9500 | BUILDINGS MAINTENANCE | 28,500.00 | (2,228.28) | 329.54 | 30,728.28 | (7.82) |
| Total Dept 3003 - BUILDING OPERATIONS | | 110,500.00 | 20,777.94 | 7,312.56 | 89,722.06 | 18.80 |
| Dept 3010 - WILS - IDEAS TO ACTION GRANT | | | | | | |
| 100-3010-530.9100 | PROGRAM EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 3010 - WILS - IDEAS TO ACTION GRANT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | | 1,605,861.00 | 321,173.15 | 107,363.09 | 1,284,687.85 | 20.00 |
| Fund 100 - LIBRARY: | | | | | | |
| TOTAL REVENUES | | 1,605,861.00 | 1,557,503.73 | 97,083.46 | 48,357.27 | 96.99 |
| TOTAL EXPENDITURES | | 1,605,861.00 | 321,173.15 | 107,363.09 | 1,284,687.85 | 20.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 1,236,330.58 | (10,279.63) | (1,236,330.58) | 100.00 |

GREENFIELD LIBRARY ACCOUNTS PAYABLE

March 2026

| Vendor Name: | | | |
|------------------------------------|--|---------------|---------------------|
| 3001.524.1200 Contractual Services | Batzner | 1 Invoice(s) | \$ 100.34 |
| | Envisionware | 1 Invoice(s) | \$ 1,410.63 |
| | P-Card 4503(Adobe) | 1 Invoice(s) | \$ 19.99 |
| | | | <u>\$ 1,530.96</u> |
| 3001.530.0100 Supplies | P-Card 3459 (Amazon) | 1 Invoice(s) | \$ 113.39 |
| | P-Card 9018 (Clean Rite Supply) | 1 Invoice(s) | \$ 404.04 |
| | P-Card 4479 (Amazon, Demco) | 1 Invoice(s) | \$ 2,228.37 |
| | P-Card 4503 (Amazon) | 1 Invoice(s) | \$ 135.99 |
| | | | <u>\$ 2,881.79</u> |
| 3001.530.0700 Printing, Programs | Kid Boogie Down (deposit) | 1 Invoice(s) | \$ 100.00 |
| | James Imaging | 1 Invoice(s) | \$ 505.73 |
| | P-Card 9018 (Meijer, SeedSavers) | 1 Invoice(s) | \$ 323.94 |
| | P-Card 4479 (Holey Mackerel) | 1 Invoice(s) | \$ 50.00 |
| | P-Card 3459 (Imagination Playground, Michaels, Amazon) | 1 Invoice(s) | \$ 658.78 |
| | P-Card 4503 (May, Arts, Meijer, Etsy, Michaels, Amazon) | 1 Invoice(s) | \$ 282.48 |
| | | | <u>\$ 1,920.93</u> |
| 3001.530.0800 Communications | P-Card 9018 (T-Mobile) | 1 Invoice(s) | \$ 117.14 |
| | | | <u>\$ 117.14</u> |
| 3001.530.1600 Training | P-Card 4503 (Southwest Airlines) | 1 Invoice(s) | \$ 261.03 |
| | | | <u>\$ 261.03</u> |
| 3001.580.1100 New Equipment | P-Card 4503 (AWE Learning, Southshore Gallery) | 1 Invoice(s) | \$ 831.88 |
| | | | <u>\$ 831.88</u> |
| 3002.538.1010 Books | Ingram | 34 Invoice(s) | \$ 10,896.08 |
| | P-Card (Amazon) | 1 Invoice(s) | \$ 7.20 |
| | P-Card (Blackstone, Amazon) | 1 Invoice(s) | \$ 979.71 |
| | | | <u>\$ 11,882.99</u> |
| 3002.538.2000 Periodicals | P-Card (Magazines.com/Fast Company, Cooks Illustrated, Sports Illustrated) | 1 Invoice(s) | \$ 92.01 |
| | | | <u>\$ 92.01</u> |
| 3002.538.3000 Databases | Kanopy | 1 Invoice(s) | \$ 160.20 |
| | | | <u>\$ 160.20</u> |
| 3002.538.5000 Non-Print | Midwest Tape | 6 Invoice(s) | \$ 697.94 |
| | P-Card 3459 (Amazon) | 1 Invoice(s) | \$ 163.60 |
| | P-Card 9018 (Betty Brinn, Horwitz-DeRemer Planetarium, Harley-Davidson, Milw. Zoo, Bookworm Gardens) | 1 Invoice(s) | \$ 2,784.00 |
| | P-Card 4479 (Amazon) | 1 Invoice(s) | \$ 156.43 |
| | P-Card 4503 (Amazon) | 1 Invoice(s) | \$ 106.03 |
| | | | <u>\$ 3,908.00</u> |
| 3003.522.1000 Electric | WE Energies | 1 Invoice(s) | \$ 2,693.50 |
| | | | <u>\$ 2,693.50</u> |
| 3003.522.1100 Gas | WE Energies | 1 Invoice(s) | \$ 1,825.92 |
| | | | <u>\$ 1,825.92</u> |
| 3003.522.1300 Water | City of Milwaukee | 2 Invoice(s) | \$ 282.96 |
| | | | <u>\$ 282.96</u> |
| 3003.530.9500 Building Maintenance | Vestis (Aramark) | 2 Invoice(s) | \$ 133.80 |
| | | | <u>\$ 133.80</u> |
| | TOTAL ACCOUNTS PAYABLE | | |
| | Final 5/5/2026 sw | 70 Invoice(s) | <u>\$ 28,523.11</u> |

PERIOD ENDING 04/30/2026

| GL NUMBER | DESCRIPTION | 2026 AMENDED BUDGET | YTD BALANCE 04/30/2026 | ACTIVITY FOR MONTH 04/30/2026 | AVAILABLE BALANCE | % BDGT USED |
|--------------------------------------|----------------------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 100 - LIBRARY | | | | | | |
| Revenues | | | | | | |
| Dept 0000 | | | | | | |
| 100-0000-411.1000 | GENERAL PROPERTY TAXES | 1,453,652.00 | 1,453,652.00 | 0.00 | 0.00 | 100.00 |
| 100-0000-430.1010 | NET USAGE PAYMENTS | 86,209.00 | 87,679.00 | 0.00 | (1,470.00) | 101.71 |
| 100-0000-436.9000 | OTHER STATE PAYMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-0000-467.1010 | LIBRARY REVENUE | 16,000.00 | 5,902.86 | 2,911.75 | 10,097.14 | 36.89 |
| 100-0000-467.1020 | PHOTO COPIES | 10,000.00 | 4,429.80 | 770.05 | 5,570.20 | 44.30 |
| 100-0000-467.1030 | PROGRAMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-0000-467.1040 | FINES | 0.00 | 3,328.36 | 1,019.65 | (3,328.36) | 100.00 |
| 100-0000-467.1050 | FINES - MCFLS SUSPENCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100-0000-467.1070 | OTHER | 0.00 | (138.98) | 23.60 | 138.98 | 100.00 |
| 100-0000-480.1000 | DONATIONS GENERAL | 0.00 | 7,461.57 | 112.45 | (7,461.57) | 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 | 0.00 | 26.62 | 0.00 | (26.62) | 100.00 |
| 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 | 0.00 | 0.00 | 40,000.00 | 0.00 |
| Total Dept 0000 | | 1,605,861.00 | 1,562,341.23 | 4,837.50 | 43,519.77 | 97.29 |
| TOTAL REVENUES | | 1,605,861.00 | 1,562,341.23 | 4,837.50 | 43,519.77 | 97.29 |
| 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 | 932,870.00 | 277,636.90 | 71,337.07 | 655,233.10 | 29.76 |
| 100-3001-514.0000 | OVERTIME | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 100-3001-515.0100 | GRP HEALTH/LIFE INSURANCE | 168,339.00 | 62,327.28 | 16,011.91 | 106,011.72 | 37.02 |
| 100-3001-515.1100 | EMPLOYER TAXES-FEDERAL | 71,404.00 | 20,010.14 | 5,140.73 | 51,393.86 | 28.02 |
| 100-3001-515.1500 | PENSION-GENERAL | 63,330.00 | 18,693.41 | 4,816.91 | 44,636.59 | 29.52 |
| 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 | 30,000.00 | 25,780.00 | 25,780.00 | 4,220.00 | 85.93 |
| 100-3001-524.1200 | EQUIPMENT MAINTENANCE | 40,000.00 | 3,641.17 | 0.00 | 36,358.83 | 9.10 |
| 100-3001-530.0100 | OFFICE SUPPLIES/SM \$ ITEM | 15,000.00 | 1,866.11 | 0.00 | 13,133.89 | 12.44 |
| 100-3001-530.0700 | PRINTING | 19,500.00 | 5,838.94 | 1,550.34 | 13,661.06 | 29.94 |
| 100-3001-530.0800 | POSTAGE & MAILING | 1,800.00 | 234.28 | 0.00 | 1,565.72 | 13.02 |
| 100-3001-530.1100 | DUES & SUBSCRIPTIONS | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 100-3001-530.1300 | MARKETING | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 100-3001-530.1600 | TRAINING | 8,000.00 | 3.19 | 0.00 | 7,996.81 | 0.04 |
| 100-3001-530.4500 | EQUIPMENT REPAIRS | 10,000.00 | 290.00 | 0.00 | 9,710.00 | 2.90 |
| 100-3001-580.1100 | NEW EQUIPMENT | 3,618.00 | 252.37 | 0.00 | 3,365.63 | 6.98 |
| 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 | | 1,372,861.00 | 416,573.79 | 124,636.96 | 956,287.21 | 30.34 |
| Dept 3002 - LIBRARY COLLECTION | | | | | | |
| 100-3002-538.1010 | BOOKS | 90,000.00 | 5,643.93 | 278.61 | 84,356.07 | 6.27 |
| 100-3002-538.2000 | PERIODICALS | 7,000.00 | 0.00 | 0.00 | 7,000.00 | 0.00 |

PERIOD ENDING 04/30/2026

| GL NUMBER | DESCRIPTION | 2026 AMENDED BUDGET | YTD BALANCE 04/30/2026 | ACTIVITY FOR MONTH 04/30/2026 | AVAILABLE BALANCE | % BDGT USED |
|--|---------------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 100 - LIBRARY | | | | | | |
| Expenditures | | | | | | |
| 100-3002-538.3000 | DATA BASE MANAGEMENT | 2,500.00 | 147.60 | 0.00 | 2,352.40 | 5.90 |
| 100-3002-538.4000 | EBOOKS | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 100-3002-538.5000 | NON-PRINT | 13,000.00 | 3,343.53 | 398.07 | 9,656.47 | 25.72 |
| Total Dept 3002 - LIBRARY COLLECTION | | 122,500.00 | 9,135.06 | 676.68 | 113,364.94 | 7.46 |
| Dept 3003 - BUILDING OPERATIONS | | | | | | |
| 100-3003-522.1000 | ELECTRIC | 34,000.00 | 11,653.48 | 3,222.02 | 22,346.52 | 34.27 |
| 100-3003-522.1100 | GAS | 8,000.00 | 5,806.40 | 1,066.70 | 2,193.60 | 72.58 |
| 100-3003-522.1300 | WATER | 2,300.00 | 687.96 | 0.00 | 1,612.04 | 29.91 |
| 100-3003-522.1400 | SEWER SERVICE | 3,700.00 | 860.00 | 0.00 | 2,840.00 | 23.24 |
| 100-3003-529.1000 | JANITORIAL | 30,000.00 | 7,846.20 | 0.00 | 22,153.80 | 26.15 |
| 100-3003-530.0600 | BUILDING SUPPLIES-JANITOR | 4,000.00 | 440.90 | 0.00 | 3,559.10 | 11.02 |
| 100-3003-530.9500 | BUILDINGS MAINTENANCE | 28,500.00 | (1,919.65) | 308.63 | 30,419.65 | (6.74) |
| Total Dept 3003 - BUILDING OPERATIONS | | 110,500.00 | 25,375.29 | 4,597.35 | 85,124.71 | 22.96 |
| Dept 3010 - WILS - IDEAS TO ACTION GRANT | | | | | | |
| 100-3010-530.9100 | PROGRAM EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 3010 - WILS - IDEAS TO ACTION GRANT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | | 1,605,861.00 | 451,084.14 | 129,910.99 | 1,154,776.86 | 28.09 |
| Fund 100 - LIBRARY: | | | | | | |
| TOTAL REVENUES | | 1,605,861.00 | 1,562,341.23 | 4,837.50 | 43,519.77 | 97.29 |
| TOTAL EXPENDITURES | | 1,605,861.00 | 451,084.14 | 129,910.99 | 1,154,776.86 | 28.09 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 1,111,257.09 | (125,073.49) | (1,111,257.09) | 100.00 |

GREENFIELD LIBRARY ACCOUNTS PAYABLE

April 2026

| Account Number | Vendor Name | Quantity | Amount |
|------------------------------------|---|---------------|--------------------|
| 3001.524.1110 MCFLS Automation | MCFLS 2026 Member Library Costs | 1 Invoice(s) | \$25,780.00 |
| | | | <u>\$25,780.00</u> |
| 3001.524.1200 Contractual Services | P-Card 9018 (Batzner) | 1 Invoice(s) | \$ 100.34 |
| | P-Card 4503 (Adobe) | 1 Invoice(s) | \$ 19.99 |
| | | | <u>\$ 120.33</u> |
| 3001.530.0100 Supplies | P-Card 4479 (Zoom, Amazon, Showcases) | 1 Invoice(s) | \$ 389.59 |
| | P-Card 3459 (Amazon, Meijer, Michaels) | 1 Invoice(s) | \$ 84.62 |
| | P-Card 4503 (Amazon) | 1 Invoice(s) | \$ 372.19 |
| | P-Card 9018 (Office Depot) | 1 Invoice(s) | \$ 27.54 |
| | | | <u>\$ 873.94</u> |
| 3001.530.0700 Printing, Programs | Guest Speaker-Laura Keys "The Founding Mothers" | 1 Invoice(s) | \$ 697.00 |
| | James Imaging | 1 Invoice(s) | \$ 428.34 |
| | P-Card 3459 (Amazon) | 1 Invoice(s) | \$ 465.77 |
| | P-Card 4503 (Amazon) | 1 Invoice(s) | \$ 94.07 |
| | | | <u>\$ 1,685.18</u> |
| 3001.530.0800 Communications | P-Card 9018 (T-Mobile) | 1 Invoice(s) | \$ 113.22 |
| | | | <u>\$ 113.22</u> |
| 3001.530.1600 Training | Mileage Reimbursement for Emily Alford | 1 Invoice(s) | \$ 23.20 |
| | Mileage Reimbursement for Sherril Weber | 1 Invoice(s) | \$ 3.19 |
| | P-Card 3459 (WLA Membership-Hanna Collins) | 1 Invoice(s) | \$ 84.00 |
| | P-Card 4503 (Hilton Tax Refund & Hotel Fee) | 1 Invoice(s) | \$ (182.71) |
| | | | <u>\$ (72.32)</u> |
| 3001.580.1100 New Equipment | P-Card 4479 (Amazon) | 1 Invoice(s) | \$ 74.88 |
| | P-Card 4503 (Amazon) | 1 Invoice(s) | \$ 50.32 |
| | | | <u>\$ 125.20</u> |
| 3002.538.1010 Books | P-Card 9018 (Ingram) | 4 Invoice(s) | \$ 1,449.02 |
| | P-Card 4479 (Amazon) | 1 Invoice(s) | \$ 1,255.40 |
| | Penworthy | 1 Invoice(s) | \$ 278.61 |
| | | | <u>\$ 2,983.03</u> |
| 3002.538.5000 Non-Print | Midwest Tape | 6 Invoice(s) | \$ 398.07 |
| | P-Card 4503 (Amazon) | 1 Invoice(s) | \$ 266.98 |
| | P-Card 9018 (Schlitz Audubon) | 1 Invoice(s) | \$ 80.00 |
| | P-Card 4479 (Amazon) | 1 Invoice(s) | \$ 30.91 |
| | | | <u>\$ 775.96</u> |
| 3003.522.1000 Electric | WE Energies | 1 Invoice(s) | \$ 2,814.56 |
| | | | <u>\$ 2,814.56</u> |
| 3003.522.1100 Gas | WE Energies | 1 Invoice(s) | \$ 1,270.10 |
| | | | <u>\$ 1,270.10</u> |
| 3003.530.9500 Building Maintenance | Vestis (Aramark) | 2 Invoice(s) | \$ 140.54 |
| | | | <u>\$ 140.54</u> |
| | TOTAL ACCOUNTS PAYABLE | 37 Invoice(s) | <u>\$36,609.74</u> |
| | Final 05/5/2026 sw | | |



BILL TO

Jennifer Kehoe
Greenfield Public Library
5310 W Layton Ave
Greenfield, WI 53220

INVOICE 3049

DATE 06/01/2026 TERMS Net 30

DUE DATE 07/01/2026

| DATE | SERVICE | QUANTITY | UNIT PRICE | TOTAL |
|------------|---------------------------------|----------|------------|----------|
| 06/01/2026 | 12 Month Library License | 1 | 1,550.00 | 1,550.00 |

Single Library License Servicing Greenfield Public Library
Servicing Dates 6/1/2026 - 5/31/2027

TOTAL DUE

\$1,550.00

This invoice covers a single location for the Greenfield Public Library and includes Community Calendar, Spaces, Question Sets and WiFi Analytic services.

Thank you for your support. We truly appreciate your business and look forward to our partnership!

Bill To

Greenfield Public Library
 5310 W. Layton Ave
 Greenfield WI 53220
 United States

| | |
|--------------|--------------------------|
| TOTAL | \$5,535.00 |
| | Quote Expires: 7/28/2026 |

| Federal EIN | Currency | Terms | Sales Rep |
|-------------|-----------|-------------|------------------|
| 58-2424595 | US Dollar | Net 30 Days | Terranova, Chris |

| Quotation Title | Memo |
|---|------|
| CN CP CloudNine and Cloud Print Remote Installation | |

| Qty | Item / Description | Ship To | Unit Price | Amount |
|-----|---|---------|------------|------------|
| 1 | CN:RS 0030K EnvisionWare Reservation Service - Service Population 30,000 to <50,000 INCLUDES: Reservation Service with unlimited Reservation Types, Branches, Groups, Users and Client installations, basic grid data reporting --Annual Subscription # RECOMMENDED: CN:SMS 015K Text messages; CN:EML 0010K Email | | \$1,340.00 | \$1,340.00 |
| 1 | CN:PS (1-9 bldg) EnvisionWare CloudNine Print Service powered by Princh, 1-9 buildings --INCLUDES: Print Service, Mobile Print Service and Print Service payment methods: Cash, Staff, Google Pay, Apple Pay, and online credit card ** Payment methods can only be used for CloudNine Print Service, not with other EnvisionWare products --Annual Subscription --30 days notice required for cancellation | | \$1,495.00 | \$1,495.00 |



| Qty | Item / Description | Ship To | Unit Price | Amount |
|---|--|---------|------------|------------|
| 1 | <p>PS-FR-U Flat Rate Project ENVISIONWARE FLAT RATE PROFESSIONAL SERVICES</p> <p><i>EnvisionWare Flat Rate Professional Services offer a comprehensive package including consultation, planning, installation, training, and post-installation review at a fixed price. A dedicated consultant will manage the project from start to finish, with detailed progress reports. The package includes a clear Scope of Work, a structured payment schedule based on project milestones, and a change management process to handle unforeseen changes or requirements effectively.</i></p> <p><i>** This quote is based on a flat rate of \$2250dollars, inclusive of up to 10 hours of Professional Services. Any services requested beyond 10 hours will require a Change Order. **</i></p> | | \$2,250.00 | \$2,250.00 |
| <p>Description <i>This Pro Service time is strickly for training on CloudNine and Cloud Print</i></p> | | | | |
| 1 | <p>PS-FR-U Flat Rate Project ENVISIONWARE FLAT RATE PROFESSIONAL SERVICES</p> <p><i>EnvisionWare Flat Rate Professional Services offer a comprehensive package including consultation, planning, installation, training, and post-installation review at a fixed price. A dedicated consultant will manage the project from start to finish, with detailed progress reports. The package includes a clear Scope of Work, a structured payment schedule based on project milestones, and a change management process to handle unforeseen changes or requirements effectively.</i></p> <p><i>** This quote is based on a flat rate of \$450 dollars, inclusive of up to 2 hours of Professional Services. Any services requested beyond 2 hours will require a Change Order. **</i></p> | | \$450.00 | \$450.00 |



Quotation

US-101192

4/29/2026

Subtotal \$5,535.00

Discount

Freight \$0.00

Tax \$0.00

PST-CA

Total **\$5,535.00**

Freight charges are estimated; actual charges will be billed.

This quotation excludes any tariffs and/or import duties unless otherwise specified.

Send your purchase order or email confirmation to:
EMAIL : orders@envisionware.com | **FAX :** +1 678.382.6501

Use of EnvisionWare, Inc. Products is subject to the terms and conditions in the end user license agreement found at: <http://system.envisionware.com/terms>. By signing this quote or issuing a purchase order, you indicate your approval of EnvisionWare's terms and conditions.

Signature: _____ Date: _____





Library Furniture International
 797 Glenn Ave
 Wheeling, IL 60090
 P. 847 564 9497
 E. info@library.furniture

Issued By: Henry Fairbanks
Email: Henry@Library.Furniture
Phone: 847-987-4265

Quote #: 6616
Date Issued: 05/04/26

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


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

Contract: n/a

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

Contact: Jennifer Kehoe
Email: jennifer.kehoe@greenfieldwi.gov
Phone: 414-321-9595 ext. 4103

Contact: Jennifer Kehoe
Email: jennifer.kehoe@greenfieldwi.gov
Phone: 414-321-9595 ext. 4103

| Line # | Tag | Colors/Finishes | Quantity | Manufacturer | Description | Unit Net | Ext Net |
|--------|------|--|----------|-----------------------------------|---|----------|----------|
| | | | | | | \$ | \$ |
| 1 | DT-1 | Construction: Baltic Birch Wood Lego/Duplo Surface Color: Blue Train Surface Color: Green  | 1 | 3BRANCH DISCOVERY & ACRYLIC | 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 | 4,056.05 | 4,056.05 |

| | |
|--|-------------------|
| Product Total: | 4,056.05 |
| Freight, Delivery & Installation: | 506.49 |
| Total; Supplied, Delivered & Installed: | \$4,562.54 |

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: _____



Quote # P2.00001758-1

QUOTE AVAILABLE

YOUR QUOTE REQUEST IS AVAILABLE. TO ORDER USE THE ACCEPT AND CHECKOUT BUTTON.

Quote Request Date: May 13, 2026


Accept & Checkout

Proposal Valid Until: June 11, 2026

Remarks with proposal

15% discount applied with coupon code PLA15.

| Items Requested | | | | |
|--|----------------------|------------|--------------|----------------------------|
| Files Uploaded | | | | |
| Items Requested | | | | |
| Product Name | SKU | Price | Qty | Row Total |
| <u>Giant Giggle Mirror by Playscapes, 20-GMR*</u> | 20-GMR*.- BS | \$260.00 | Requested: 1 | \$260.00 |
| Select Color & Finish Blue on Speckletone (BS) | | | | |
| <u>Seascape, Harmony Park & Animal Families Story Murals by Playscapes, 30-MUR</u> | 30-MUR*.- HPS-MED | \$2,268.00 | Requested: 1 | \$2,268.00 |
| Select Mural Theme Harmony Park - HPS | | | | |
| Select Mural Size Medium - 46"H x 80"W x 2"D +\$1,284.00 | | | | |
| | | | | Subtotal \$5,346.00 |
| | | | | Discount (PLA15) -\$703.35 |
| Grand Total | | | | \$4,642.65 |

| Product Name | SKU | Price | Qty | Row Total | |
|---|------------------|------------|--------------|--------------------|---|
| <u>Lift Gate & Inside Delivery Service for Freight Shipments</u> | freight.-- | \$150.00 | Requested: 1 | \$150.00 |  |
| Lift Gate and Inside Delivery Services Add Lift Gate (FGT) +\$75.00, Add Inside Delivery (FGT) +\$75.00 Comment: Standard shipping quoted via Freight truck. If loading dock is located at receiving, then additional Lift Gate and Inside Delivery services will not apply. | | | | | |
| <u>Merry Meadows™ Classroom Carpet by Playscapes</u> | 30-CR-MM*.-01-CC | \$312.00 | Requested: 1 | \$312.00 | |
| Select Carpet Color Blue (01) Select Carpet Size Small Oval (CC) 5'4" x 7'8" | | | | | |
| <u>Play Ship by Moje Bambino</u> | MB096868PU. | \$1,699.00 | Requested: 1 | \$1,699.00 | |
| <u>MISC.</u> | MISC | \$657.00 | Requested: 1 | \$657.00 | |
| Comment: standard shipping charge | | | | | |
| | | | | Subtotal | \$5,346.00 |
| | | | | Discount (PLA15) | -\$703.35 |
| | | | | Grand Total | \$4,642.65 |

Extra information

Accept & Checkout



Giant Giggle Mirror by Playscapes, 20-GMR*

Lead time: 2-4 Weeks

\$260.00

Wavy mirrors create goofy reflections & miles of smiles. Bring on the wide shoulders, the distorted brows & the silly grins - continuous fun!

Giant Giggle Mirror by Playscapes, 20-GMR*. Made in USA. 16" w x 33" h x 4" d. 16 lbs. 5yr warranty. Hardware included.

- Safe, shatter-proof acrylic
- 6 color combinations
- Great for all ages
- Easy to clean and disinfect

Choose Color & Finish

Select Color & Finish - Blue on Speckletone (BS)



Email



Seascope, Harmony Park & Animal Families Story Murals by Playscapes, 30-MUR

Lead time: 2-4 Weeks

\$984.00

~~\$1,244.00~~

Brighten classrooms, play spaces and waiting areas with colorful and imaginative children-themed murals.

Seascope, Harmony Park & Animal Families Story Murals, 30-MUR. Available in 3 different sizes: Small, Medium or Large. Made in USA.

Mural Options:

- 30-MUR-OSB* - Seascope
- 30-MUR-HP2* - Harmony Park
- 30-MUR-ANP* - Animal Families

This product ships via freight truck. If you do not have a loading dock and require lift gate and inside delivery service please click here to add these services to your shopping cart before checking out.

Select Mural Theme



Select Mural Size

Large - 70" h x 121" w \$1,284.00
 Medium - 46" h x 80" w \$1,284.00

Email





Select Carpet Color



Select Carpet Size



Merry Meadows™ Classroom Carpet by Playscapes

Lead time: 4-6 Weeks

\$312.00

The colorful carpet is certain to be an oasis of calm in any room. Bring the outdoors in and let nature be little ones playground.

Merry Meadows™ Classroom Carpet by Playscapes, 30-CR-MM Available in three sizes & two colors. Premium nylon. Made in USA. [View Product warranty information here.](#)

- Green Label Plus Certified
- Durable and fun
- Softflex back eliminates wrinkles
- Carpet is bound & double stitched

Large carpets ship via freight, if you do not have a loading dock and require lift gate and inside delivery service please click here to add these services to your shopping cart before checking out.

Email

welcome, jennifer.konicek - sign out or order tracking 800.496.7327

Enter Keyword or Item



My Account



My Quote



Qty < 1 >

Play Ship by Moje Bambino

Lead time: 12-14 Weeks

\$1,699.00

Anchors away! Little ones can set sail on a voyage of discovery with their friends for a new exciting adventure on the high seas.

MB09668PU
26"H x 66 1/2"W x 31"D.
51W" H with flagpole

[View Product warranty information here.](#)

- For up to 6 children
- Steering wheel with movable gears
- Fabric flag and portholes
- Move fish along track
- Mini ramp to enter boat
- Seat for the captain
- Soft vinyl "water" cushion
- Some assembly required



JOB POSTING YOUTH SERVICES MANAGER

The Greenfield Public Library in Greenfield, WI, is seeking a full-time Youth Services Manager. To manage the day-to-day operations of the Youth Services Department. Reporting to the Library Director, this position manages the youth services staff, oversees the development and maintenance of the youth services collection, administers library programs focusing on youth ages 0-17, promotes library services to the community, and participates in the library's day-to-day operations.

The City of Greenfield is nearly 12 square miles with over 37,000 people. It has two fire stations, an active community center, a popular Sunday Farmer's Market, 14 city parks, and five county parks. With five aldermanic districts and a full-time mayor, the boundaries of the City include three school districts: Greenfield, West Allis/West Milwaukee, and Whitnall. Greenfield is proud to be the Home of the Knockout Rose.

Please review the full [job description](#) for the Youth Services Manager position.

Application Process

1. Applications are accepted through the Library's online application site. Visit the Library's [career page](#) for instructions to apply online.

Paper applications are not accepted.

Required Education/Training and Experience

- Master's degree in Library and Information Science from an ALA-accredited institution.
- One (1) year experience in library operations required (public library experience preferred). Experience, knowledge, or training related to youth services preferred.
- Excellent communication, project management skills, and strong customer service skills are required.

The Greenfield Public Library reserves the right to utilize equivalencies where deemed appropriate regarding education and experience requirements and may consider combinations of education and experience likely to lead to success with essential duties and responsibilities.

Position Type and Expected Hours of Work

This is a full-time, non-exempt position. Ability to work 40 hours per week, including evenings, and a rotating Saturday and Sunday schedule. Flexibility in scheduling is required.

The starting pay for this position is \$31.06 per hour. The City of Greenfield provides excellent benefits, including health, insurance, vacation, paid holidays, and enrollment in the Wisconsin Retirement System.

Applications must be submitted by 11:59 pm on June 7, 2026. EOE.