GREENFIELD PUBLIC LIBRARY BOARD
Thursday, May 21, 2026, at 6:30 PM
2nd Floor Conference Room
5310 W. Layton Ave. Greenfield, WI 53220

In-person meeting with virtual option available.

MINUTES

1. **The meeting was called to order by Creston Flemming at 6:30 PM**

   On roll call in attendance were Kyle Sundby, Sarah Dunmire, Connie Hughes, Creston Flemming, Sue DeWitt, Andrew Drzewiecki, Amber Lococo, and Brittany Haiser. Marie Cardenas came at 6:41 PM.

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

2. **Public comment (information) – 5-minute limit.**

   none

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

   Brittany reported that as of the end of March, 96.99% of revenues were received and total expenditures were at 20%, which is below budget.
   March accounts payable items of note: Envisionware renewal of $1,410.63, Historical Art framing $772, annual Explore Pass renewals $2,784.

   Brittany reported that for April we are 1/3 of the way through the year and the library has 97.29% of revenue received and expenditures are at 28.09%.
   April accounts payable item of note: MCFLS member renewal of $25,780. Brittany will review the invoices and discuss them next month

   Creston asked if any expenses are from IT issues. Jennifer reported that none were. City had insurance.

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 (pulled and will cover in June)**

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

Connie motioned to approve the amended Consent Agenda and Sue seconded; motion passed unanimously.

6. **President's Report (information)**

none

7. **Old Business**

a. **Report and Discussion regarding Sunday Hours**

Jennifer provided charts of circulation statistics on Sundays. MCFLS ran report of 2024-2026 (January 1, 2026-April 30, 2026). There are three suburban libraries open until 5:00 on Sunday: Greenfield, Hales Corners, and West Allis.

Discussion followed. The Library Board would like to see more data, including data about when patrons are entering the library on Sundays. Several Library Board members said they did not think the current data justifies changing the hours.

Discussion about closing 30 minutes earlier Monday-Friday also came up. Jennifer discussed recently patron behavioral incidents in the library. Creston asked about having a police officer walk through the library at 8:30 PM. Jennifer had discussed it with the Police Chief, and they will not do that.

8. **New Business**

a. **Report, discussion, and decision regarding appointment of a nominating committee for officers of the Library Board – President**

All Library Board officers are elected annually. Amber's term is up in July and she is not renewing. Amber will stay until Jennifer finds a replacement. Marie's term is up. She is planning to renew for another three years.

Nominating Committee formed: Amber, Sarah, Creston. They will meet before the next Library Board meeting.

Marie and Connie volunteered for Vice President. Brittany also expressed interest if someone else wanted to step into the Comptroller role.

Jennifer will post the board opening.

b. **Report, discussion, and decision regarding adding Who-Fi wireless service**

The annual report asks for number of wireless users in the building for the year. Jennifer used Who-Fi to count wireless sessions at previous libraries. Tim Lemmers in the IT Department vetted the program. The library had a trial period and Jennifer provided data from that period.
Amber asked if the company could sell the data. Tim said it was anonymized so all they are getting is numbers and not patron information.

Connie motioned to approve adding Who-Fi wireless service and Brittany seconded; motion passed unanimously.

c. **Report, discussion, and decision regarding upgrading public printing software to Envisionware Cloud9**

Jennifer and Emily met with Envisionware to see a demo of and discuss their new Cloud9 product for public printing. Cloud9 would provide a way for patrons to pay for print jobs with a credit card, Google Pay, or Apple Pay. Envisionware will prorate the maintenance fee back to us that we paid already. Connie asked if it fits into our budget for this year and Jennifer responded that yes, it does. Price of the library's current Envisionware service is $1500. It will be $1400 more a year to upgrade to Cloud9.

Kyle motioned to approve upgrading public printing software to Envisonware Cloud9 and Amber seconded; motion passed unanimously.

d. **Report, discussion, and decision regarding children's library furnishing project using donated funds**

The library received a $7000 donation from the former board president. With this donation, Jennifer would like to purchase a Discovery Lego Table, which is the same brand as train table. It will be $4562.54 with shipping. She would also like to purchase from Playscapes a giant giggle mirror, artwork for the back wall above the couches, a carpet, and a pirate ship. The total purchase would be over the donation amount by $2208.19. Jennifer would take the extra money out of the library's budget.

Connie motioned to approve the children's library furnishing project using donated funds and Marie seconded; motion passed unanimously.

9. Library Director's Report

Emily reported on Welcome Card pilot program. Greenfield is joining Milwaukee Public Library and Wauwatosa Public Library in offering Welcome Cards to patrons who are unhoused or who do not have proof of address. This new card type limits the number of items a patron can check out and limits the type of items, prohibiting check out of Library of Things, Explore Passes, STEAM Kits, video games, Tonies, and Vox books.

Jennifer reported that the reupholstery project is almost done. There are just six more pieces of furniture that need to be reupholstered.

Board Game Barrister made a paint by number kit donations to the library.

Self-checkouts are starting to fail. Jennifer will bring a request for proposals to the next Library Board meeting for the Board to approve.

The Youth Services Manager resigned. Her last day is May 28. Jennifer hopes to fill the position by August 3.

May 29 is day of staff training. Martina Mathison is coming to give a seminar on teamwork and communication.

Library's summer hours are starting Memorial Day weekend. Summer Reading Program is starting May 31.

The Founding Mothers program went well. The patrons asked the library to have the presenter come back with her Mrs. Lincoln presentation.

Connie asked about ICE information. A staff member asked for that during her self-evaluation in January. Jennifer created brochures that are available in English, Spanish, and Arabic and are out in the library's entryway.

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

none

11. Next Meeting: June 18, 2026, at 6:30 PM

12. **Adjournment (Action).**

Andy motioned to adjourn at 7:55 PM and Brittany seconded, motion passed unanimously.