



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.

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.