



GREENFIELD PUBLIC LIBRARY BOARD
Thursday August 20, 2026, at 6:30 PM
Second 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 Sarah Dunmire at 6:31 PM.

On roll call in attendance were Kyle Sundby, Sarah Dunmire, Connie Hughes, Sue DeWitt, Sharice Nelson, Brittany Haiser. Creston Flemming joined late.

Marie Cardenas was excused.

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

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

none

3. Comptroller's report (information)

Brittany reported that we are 58% through the year. Revenues are at 98.93% and expenditures are at 57.57%.

July invoices of note: FE Technologies annual maintenance for \$16,316, Library Furniture International for the train table for \$4,562.54, Dillett Mechanical for an HVAC tune up for \$1,400, Kolster Landscapes for garden maintenance for \$2,075.

4. Consent Agenda (Action)

- a. Approval of the July 16 minutes**
- b. Approval of the July 2026 financial report**
- c. Approval of the July 2026 invoices**

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

Sue pointed out a typo to be corrected in the July minutes.

Sue motioned to approve the Consent Agenda with the correction to the July minutes and Sarah seconded; motion passed unanimously.

6. President's Report (information)

none

7. Old Business

a. Report, Discussion and Decision regarding Sunday Hours

Reviewed previous discussions of Sunday hours. Jennifer reported that there is no compelling evidence to change the library's Sunday hours.

Creston motioned to table a decision regarding Sunday hours indefinitely and Brittany seconded; motion passed unanimously.

8. New Business

a. Report, Discussion and Decision regarding the 2027 Budget

Jennifer reported there is a \$20,000 gap from 2026 levy due to wage increases, health insurance increases, and building operations increases, resulting in 1.4% increase to the budget. If the levy won't increase, the library will have to lay off staff in order to keep library services in 2027 at the same level as 2026.

Total 2027 budget is \$1,635,647. The MCFLS member reserve fund payment is \$96,261. Health Insurance projected at a 34% increase.

Jennifer reviewed the budget line by line, the staff chart, and the Summary and Goals. She discussed the library's 2026 accomplishments and 2027 goals.

The library's roof will cost \$500,000 to repair. The city will borrow the money to replace the east side of the roof. The mayor is standing by his promise to replace the roof.

b. Report, Discussion and Decision regarding updated Job Descriptions for the Assistant Library Director, Business Manager/Librarian, Technical Services Specialist

Jennifer presented the updated job descriptions to the Library Board.

Kyle motioned to approve the updated job descriptions for the Assistant Library Director, Business Manager/Librarian, and Technical Services Specialist and Connie seconded; motion passed unanimously.

9. Library Director's Report (Information)

The library added four new fall programs in partnership with the Health Department.

The library made a job offer to a new Children's Librarian. Her start date is Monday, August 31. The candidate used to work with Jennifer at her previous library. She is a recent Library School graduate.

Emily reported on the preliminary Summer Reading Challenge statistics. There were about 100 fewer participants in 2026 than in 2025.

The staff is having an end of summer cookout on Thursday, September 3rd.

Staff will have a hat day on September 23rd.

For Halloween staff will be allowed to dress up all week.

Jennifer will be on vacation for two weeks, August 27-September 9. Emily will approve time sheets and invoices in her absence.

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

none

11. Next Meeting: September 17, 2026, at 6:30 PM

12. Adjournment (Action).

Connie moved to adjourn the meeting at 7:43 PM and Kyle seconded; motion passed unanimously.