

Greenfield Public Library Board Minutes

Date: November 10, 2025

Board members present: Marilyn Nickel, Julie Derby, Marilyn Dolan, Kevin Nelson & Melissa Larson

Staff: Danica Clayton

Others present: None

Call to order

1. Approve Agenda: Julie moved and Marilyn Dolan seconded
2. Community Comments: none
3. Approve Minutes: tabled for next meeting
4. Financial Report
 - a. Issue with printing the bills from city hall, but summary made available & Danica went through that
5. Bills
 - a. Approved: Marilyn Dolan moved and Julie seconded
6. Committee Reports
 - a. Need to schedule finance committee meeting for next FY budget, Danica will reach out to finance committee
7. Librarian's Report
 - a. Counts: Danica reviewed the statistics for October
 - b. Programming updates
 - i. Halloween party was very busy
 - ii. Duck decorating contest
 - iii. Recurring programs well attended, school visits started up, monthly visits to Sunshine daycare going again as well
 - c. Friends update
 - i. Halloween went well, Christmas event coming
 - ii. Will take donations for Christmas shopping event
 - iii. Cuddle up and read event likely early February
 - d. Grants
 - i. Greenfield Chamber Mainstreet applied for funding for IT collaboration for city/chamber/library, should hear back soon
 - e. Library Report to city council went well on October 28th
 - f. Microfilm: consideration of digitizing microfilm

- i. Spoke with Advantage Archives and cost is \$199/reel (\$31,000 total project cost)
- ii. May qualify for the State Historical Society grant up to \$20,000
- iii. Accessibility issue, searchability

8. Unfinished Business

a. Strategic Planning

- i. Draft of goals, objectives and activities based upon feedback
- ii. Danica wants to talk with staff and other stakeholders as well
- iii. Share ideas with Danica if you want things included

b. IT – Visual Edge Services Collaboration with City Hall and Chamber

- i. Visual Edge is current company, contract up March 2026; City must be off GMU by the end of the year
- ii. Goal is to lower bill because internet, networking, etc. will be shared but the numbers will be forthcoming
- iii. Grant applied for was \$10,000

9. New Business

a. FY26 Budget

- i. Did receive 3% increase last fiscal year
- ii. Would like to explore wage increases for library support staff
- iii. Danica will schedule finance committee meeting

b. Bridgewater Contract

- i. Last year city requested five year contract but board did not approve; unclear on whether or not statutory requirements have been met for funding (Chapter 8A.222 of the code)

10. Upcoming Meeting Date: December 9, 2025 at 5:00 p.m.

11. Adjourned: Melissa moved, Marilyn Dolan seconded.