Greenfield Public Library Board

Meeting Minutes

13 October 2026 5:00 p.m.

1. Call to Order—5:00 p.m. by Marilyn Nickel
    a. Board members present—Marilyn Nickel, Julie Derby, Kevin Nelson, Zack Valentine, Marilyn Dolan
    b. Staff present—Danica Clayton
2. Approve Agenda
    a. Julie moved, Marilyn D seconded—passed unanimously
3. Community Comments
    a. None
4. Approve Minutes: September 8, 2026
    a. Marilyn D moved, Julie seconded—passed unanimously
5. Financial Report
    a. No bank reconciliation yet
        i. The software company has their bank reconciliation specialist working on the delay
        ii. No estimated date when it will be ready
        iii. Almost a full quarter behind
        iv. Danica provided the Board with the bank statement to review in lieu of the full reconciliation
6. Bills
    a. Kevin moved to approve, Zack seconded
    b. The Friends will reimburse Greenfield Lumber costs for storage shelving
    c. The Adair County Inquestors will reimburse Advantage Archives costs
    d. Approved unanimously
7. Committee Reports
    a. None
8. Director Evaluation
    a. Danica's review and evaluation will be discussed at a separate meeting on November 10 at 4:30 p.m.
9. Librarian's Report
    a. Counts
        i. Reviewed door and circulation counts
            1. Total door count slightly less than last September

2. Some school visits that usually happen in September didn't this year because of the heavy rain
3. No uses of Mometrix—Danica noted the state provides this at no cost to the library

b. Programming Updates
    i. Halloween party coming up
    ii. There was interest in starting a card group, so we have flyers out
    iii. Orient library is bringing in a presenter (Mary S) who might be of interest to us also
        1. Has several niche interests she presents on
        2. No explicit costs but either the library or the Friends would

c. Friends
    i. Free will donation brought in $680
    ii. Significantly better attendance at members' appreciation lunch than in the past
    iii. Halloween party coming up
    iv. ? McIntosh offered to build some additional shelves as a donation; Friends covered the cost of supplies from Greenfield Lumberyard

d. HRDP Grant
    i. Still reviewing microfilm reels, which needs to be finished before submitting the reimbursement for the remaining grant funds

e. Empowering Adair County Foundation Grant
    i. Libraries across the county are collaborating to pursue the grant
    ii. This cooperation should open up more opportunities to work together in the future

f. County Library Meeting Update
    i. Libraries agreed to request an additional $3,000 per library, consistent with what we usually do

g. Board Education—Trustees Handbook Chapter 1

10. Unfinished Business
    a. Memorial Wall
    b. Volunteer Policy
    c. Library of Things Agreement
11. New Business
    a. Collection Development Policy Review
        i. Last reviewed in early 2024
        ii. Danica made minor changes to language to propose
        iii. Julie moved and Marilyn D seconded to approve the proposed policy

    iv. Approved unanimously
b. Telehealth Tablet Policy Adoption
    i. Danica provided a proposed new policy to address the newly received tablet
    ii. Zack moved and Julie seconded to approve the proposed policy
    iii. Approved unanimously
c. Minor Children in the Library Policy
    i. Danica noted that staff have had to take action on this policy twice in the past week because of children below the minimum age visiting the library alone
    ii. No action but the Board will consider whether to make any policy changes

12. Upcoming Meeting Date: November 10, 2026, at 5:00 p.m.
13. Adjourn
    a. Zack moved, Kevin seconded