

Greenfield Public Library Board Minutes

Date: July 8, 2025

Board members present: Marilyn Nickel, Julie Derby, Marilyn Dolan, Melissa Larson, Kevin Nelson and Marie Warner

Staff: Danica Clayton

Others present: Misty Gray, State Library of Iowa Southwest District Consultant

1. Call to order (introductions)
2. Approve Agenda: Julie moved and Marilyn Dolan seconded
3. Community Comments: none
4. Approve Minutes: Marilyn Dolan moved and Julie seconded
5. Financial Report
 - a. Bills were not prepared yet due to recent role changes at City Hall. We may need to schedule a quick extra meeting to approve bills soon, Danica will let all know.
 - b. Approved: Melissa moved and Marilyn Dolan seconded
6. Bills: None today, see notes above under financial report.
7. Committee Reports: None.
8. Librarian's Report
 - a. Counts:
 - i. Our total fiscal year door count was 13,390, which surpassed both of the last two years.
 - ii. We also received the end of year brief report.
 1. 10% increase in library visits from FY24.
 2. Physical check outs dropped slightly but digital checkouts increased by 18%.
 - b. Programming updates/summer reading
 - i. Summer reading will wind down after next week, with regular library programming to return.
 - ii. Updates on upcoming adult programming were received.
 - c. Friends update
 - i. Booth at the fair is set up.
 - ii. Have some new members who are going to join.
 - iii. September 13th appreciation event.
 - d. Replacement employee for Tessa to be advertised in the next week or so, likely to hire by second or third week of August.

9. Unfinished Business

- a. IT Provider
 - i. No updates, work is ongoing.
- b. Bridgewater Contract
 - i. Marilyn and Zach need to sign, and with the changes at City Hall there was a delay in getting it signed on that side.

10. New Business

- a. Strategic Plan
 - i. Misty Gray discussed a couple of ways to conduct long-range planning with timelines for each method.
 - ii. An important part of that plan is seeking community input (through a community meeting facilitated by Misty or individual phone interviews by Misty with members of the public).
 - iii. Consensus was a community meeting to be scheduled later in September. All members need to come to the August 12 meeting with a list of 6-8 people.
- b. Appointment of Officers for FY26
 - i. President: Marilyn Nickel
 - ii. Vice President: Julie Derby
 - iii. Secretary (Zach stays since he was appointed mid-term)
 - iv. Approved: motion to cease nominations and approve slate: Melissa moved, Julie seconded.
- c. Appointment of Finance Committee Members
 - i. Melissa and Marie volunteered to serve on the finance committee.
 - ii. Approved: Marilyn Nickel moved and Marilyn Dolan seconded.
- d. Policy Review – Circulation
 - i. Danica updated on the changes she recommended to the policy.
 - ii. Approved: Kevin moved and Melissa seconded.

11. Upcoming Meeting Date: August 12, 2025 at 5:00 p.m.

12. Adjourned: Melissa moved, Marilyn Dolan seconded