

Greenfield Public Library Board

Regular Meeting

14 October 2025 1700

Called to order by Marilyn Nickel at 1700

Present: Marilyn Nickel, Zack Valentine, Julie Derby, Marilyn Dolan, Kevin

Staff: Danica Clayton

Marilyn Dolan moved to approve the agenda, Julie seconded

Passes unanimously

Community Comments

None

Melissa moved to approve the minutes, Julie seconded

12 Aug minutes were read

Passes unanimously

Financial Report

\$9,000 credit is for the first half of County funding

Second half will come in March

Windstream payment shows on outstanding transaction register but has been processed now

Need to update the status of the CD—Paul and John used to always keep track of that

Getting close to time to renew it (expires in October and April)

Zack moved to allow the CD to auto-renew, Kevin seconded (passes unanimously)

Bills

Some past reports have coded almost all spending as Books, Danica is working to make the codes more granular and accurate for the future

Payroll didn't show up this month, tedious ongoing process-should be updated next month

Kevin moved to approve the presented bills, Julie seconded

- passes unanimously

Librarian's Report

School visits and a monthly Sunshine visit starting

Upcoming Fall into Literacy is 3rd/4th grade, not 2nd/3rd as shown in email

Looking for adult programs for November and December

Melissa suggests an AG office program about online scams (probably can't happen this soon but might be able to have them present at the library at some point)

Danica has started an email newsletter at <https://tinyurl.com/mrxw4895>

Updated the online card catalog at <https://greenfieldia.booksy.net/opac/gpl/index.html>

Annual survey required by State Library of Iowa is complete

Danica will present at the City Council on 28 October

County library meeting—county decided to keep the same split of funding as last year (40% for Greenfield)

Will start a committee to reevaluate this for future years because it's been several years since it was changed

Orient is unhappy with their percentage

Unfinished Business

Strategic planning meeting went well

Service Responses indicate which areas community members thought the library should focus on

SWOT analysis (strengths, weaknesses, opportunities, threats) also included based on discussion

Board members generally agree that we should focus on the top four Service Responses

Staffing—no update

IT—City Hall needs to get off of the GMU Internet service by the end of the year

Trying to get one service for the whole building to serve City Hall, Chamber, and library

No definite answer on this but Danica will update us as she learns more

Expecting some cost savings by combining the three entities

Will likely have to move quickly once we have a plan

New Business

Next regular meeting would land on Veterans' Day

Danica tentatively scheduled for Monday 10 November at 1730, board agrees

Melissa moved to set the next meeting for 10 November, Zack seconded

- passes unanimously

Back room storage—considering moving everything out during the winter and doing some organization, possibly hiring a carpenter to build some custom shelves

Director Benefits

Danica has been talking to the administrator about getting onto the city's insurance policy (has turned 26 and can't stay on parents' plan)

Needs board approval

We'll have extra funds because of not being able to hire a new person

There is a pool of money in the city budget for employee benefits that hasn't been used recently

Marilyn Dolan moved to approve adding Danica to the city policy, Kevin seconded—passes unanimously

Motion to adjourn: Melissa/Marilyn D