Greenfield Public Library Board Meeting Report

October 18, 2021

Attendees: Amy Turpin, Martha Rawe, Teri Cook, Laurye Davis, Heather Benedict, Marysue Nettles

**1. Call to Order** at 7:10 pm by Amy

**2. Public Comment** none

**3. Secretary’s Report** read. Motion to approve made by Martha and seconded by Teri

**4. Treasurer’s Report** read. Martha shared that all computers default to main printer as black and white. Color is an option and Martha will document the process. Other printers set up just not defaulted.

Motion to approve made by Marysue and seconded by Laurye

**5. Librarian’s Report** – Martha read.

**6. Old Business**

A. Library t-shirts

\*Finalize graphic and compile shirt order for Bernie Faul

\*Approximate cost is $15 per shirt. We will all give our color preferences.

B. Fundraiser

\*Start purchasing gift cards or asking for merch to include in Christmas basket. $25 approx gift or merchandise (about $600 total). Everyone sign up for businesses.

C. Memorial books and plaques

\*New set of The Narnia Chronicles purchased in memory of Kelly Hall

\*A list of other individuals to purchase memorial books for has been compiled

\*Plaques for bookcases and red chairs are on the bookcases

D. Library Crawl Sept 27-Oct 17

\*Approximately 15 “crawlers” visited the library

` \*Will plan to participate again next year

E. Halloween storytime- 24 children and 13 adults

F. Trunk or Treat on the square- Sunday, October 31

\*Will be giving out novelties and snacks/candy

**7. New Business**

A. Text update from librarian and current schedule. Second letter sent to librarian (Brenda Shipley) after her question about coming back before 3 months up if wishes and well. Letters on file.

\*Library is now open 18 hours per week (M 11-5, T 12-6, TH 11-5)

\*6 hours covered by a paid sub (M) and 12 hours by volunteer board members. Jan Prough working through October and maybe November. Mondays only.

B. Approve new dates and per hour wage in contract for hire for substitute Jan Prough. Previous contract expired. Laurye made motion to approve increase to $13 per hour wage. New contract was drawn up with $13 hour wage. (Contract on file.)

C. Approve holiday closures for 2022. Motion made to approve holidays below by Martha and seconded by Heather with Black Friday (day after Thanksgiving) to be determined.

\* New Year’s Day Saturday- so already closed

Monday, May 30-Memorial Day Friday, November 11-Veterans’ Day

Monday, July 4-Independence Day Thursday, November 24-Thanksgiving

Monday, September 5-Labor Day Christmas Eve and Day/New Year’s Eve are on the weekend

D. Library expansion-another possible option. Jenny Hoots is helping writing a grant for the City handicap accessibility to library and a parking lot (west building). East building tear down and maybe expand library or other. All tentative.

E. Frech Trust- big ticket item or a more generic request.

\*Pop up tent for fundraisers, book give aways, and other events.

Deadline was extended to November 15.

. Amy will look up folding table and chairs and tent and adjust requested amount.

Storage shed has a leak around door. Martha will check with Dave Reese or Phil Meyer.

F. Per capita grant-due January 15: Separate meeting 11/1 Monday to discuss below.

\*Expenditure report is completed

\*Review last year’s summary of each chapter

\*Indicate progress or lack of towards our stated goals

G. Fundraiser basket ideas: Teri has a Pioneer Woman crockpot; sled and mugs. Amy has an idea for a Pioneer Woman plate and cookies. Laurye doing a New Years Eve basket with wine and noise makers. Need men’s basket idea.

H. Amy has a copy of the new Tax Exempt form received from city. Let her know if you need a copy.

**8. Executive Session** not needed

**9. Adjournment:** Motion to adjourn at 8:50 made by Teri and seconded by Marysue.

**Next meeting Monday, November 15, 2021 @ 7:00**