

Greenville Public Library Trustees Meeting
Greenville Public Library
August 8, 2024
4:00pm
Minutes

1. Call to Order-Vice President Judy Cox called the meeting to order at 4:02 pm
2. Roll Call-Members present: Judy Cox, Amanda O'Regan, Kyle Littlefield, Cynthia Wiegand, Jane Wilhite, Kayla Curry. Bob Munshaw arrived at 4:08.
Members absent: Chance Vohlken, Lorna Gaffney
3. Public Comments: There were none.
4. Approval of Minutes:
 - a. Approval of July 16, 2024 Board Meeting Minutes-It was discussed that the June minutes did not include that there had been no Public Comment at the June meeting. Secretary Wilhite will amend those minutes to be approved at the September meeting. Motion to approve July 16, 2024 minutes by Kyle Littlefield. 2nd by Kayla Curry. Approved 6-0
 - b. Approval of July 10, 2024 Library Materials Committee Meeting Minutes-Motion by Cynthia Wiegand. 2nd by Amanda O'Regan. Approved 6-0
 - c. Approval of Aug. 1, 2024 Bldg & Grounds Committee Meeting Minutes-Motion by Jane Wilhite. 2nd Kayla Curry. Approved 6-0
5. Approval of July 2024 Bills as Presented-Motion by Kayla Curry. 2nd by Kyle Littlefield. Approved 7-0.
6. Finance Report
 - a. Cash/Investments Report
 - b. Endowment Report
7. Friends of the Greenville Public Library Report- No members were present at the meeting. Director Keillor shared they are hopeful the city will sponsor City Wide Yard sales in September so they can have a cinnamon roll sale. There will be a quilting presentation at the October Hobby Night. There is currently a Pampered Chef online fundraiser running through the month of August.
8. Director's Report-
 - a. Library Long Term Goals/Projects/Discussion-Wednesday morning Toddler Times will resume Sept. 4. There have been issues with the phone/fax machine. AT&T came August 7, 2024. The issues remain. Mark Gan is coming in to assess and hopefully offer suggestions.
 - b. Audit-The audit has been submitted. There was a question asked about the increase of \$10,000 in salaries. Director Keillor explained that employees were receiving more hours and that the minimum wage also increased.
9. Head Librarian's Report-The library was open 26 days in July with 1788 patrons coming in. There were 19 programs (11 active, 8 passive). The end of July means the end of summer programming at the library. The 4 weeks of programs served 56 children and 33 adults. 157 children signed up for Ice Cream for Books and 225 DQ coupons were awarded. 13 high school students signed up and 46 slips were turned in. The adult program had 51 signed up and 298 slips

turned in. Winners of the Amazon Fires were Annabella Fuiten, Sandy Bellagante, and Carol Royer. This year's Top Reader was Addie Baker.

10. Committee Reports

- a. Library Materials-They did not meet but did submit requests.
- b. Finance and Record- Did not meet.
- c. Publicity and Promotions- Did not meet.
- d. Policy and Personnel-Did not meet.
- e. Building and Grounds-
 - a. Met to discuss tuckpointing, cleaning, and phone issues, and toured the interior of the building. Tuckpointing quotes were received from Gebke and Gabe Mendoza. It is recommended to hire Gabe Mendoza pending proof of insurance and an additional reference.
 - b. Director Keillor recommended that Dixie Harrison be hired to clean the library for 3 hours every week.
 - c. Director Keillor discussed issues with the phone system since the installation of the new FAX/copier. She is waiting to hear from Mark Gan. Kayla Curry suggested she reach out via text message.
 - d. The walk through of the building led to discussion of some repairs needed on transition slips and baseboard. It was recommended to reach out to DePaolo's to complete the repairs.

11. Unfinished Business-None

12. New Business-Squirrels are eating the frame by the front door.

- a. Next Board Meeting-Thursday, September 12, 2024, 4:00 pm

13. Adjourn-Motion made by Kyle Littlefield. 2nd by Amanda O'Regan. Passed 7-0.
Meeting adjourned at 4:33 pm.