

Greenville Public Library Trustees Meeting
The Bradford Room
Greenville, Illinois 62246
December 8, 2022
Minutes

1. Call to Order: Board President Chance Vohlken called the meeting to order at 4:00 pm.
2. Roll Call of Members: Present: Cynthia Wiegand, Chance Vohlken, Kayla Curry, Kyle Littlefield, Dale Martin, Judy Cox. Absent: Lorna Gaffney, Curtis Flake, Jane Wilhite, Jo Keillor. Also present: Head Librarian Christal Valentin, Friends of Library representative Velma Cochrane.
3. Public Comments: None.
4. Approval of Minutes:
 - Approval of November 10, 2022 Board Meeting Minutes Motion to approve the November 10th board meeting minutes by Cynthia Wiegand. 2nd by Dale Martin. Approved 6-0.
 - Approval of November 15, 2022 Library Materials Committee Meeting Minutes Motion to approve the Library Materials Committee Meeting Minutes by Dale Martin. 2nd by Cynthia Wiegand. Approved 6-0.
 - Approval of December 2, 2022 Finance and Records Committee Meeting Minutes Motion to approve the Finance and Records Committee Meeting Minutes by Dale Martin. 2nd by Kyle Littlefield. Approved 6-0.
5. Approval of November 2022 Bills as Presented: Motion to approve the November bills by Kyle Littlefield. 2nd by Cynthia Wiegand. Approved 6-0.
6. Finance Report: Christal Valentin presented the finance reports.
 - Cash/Investments Report - A CD at the FNB Bank has been renewed and there are 2 CD's approaching maturity in January. The board identified 2 CD's that will reach maturity in December and need attention.
 - Endowment Report
7. Friends of the Greenville Public Library Report: Velma Cochrane reported on behalf of the FGPL.
 - FGPL had a table at the Come Home for Christmas event and recruited 2 new members for the FGPL. FGPL currently has 45 members. A drawing was held for a free tote bag at the conclusion of the event.
 - A tote bag sale is being held as a fundraiser, there are 45 totes for sale. See a FGPL board member if you are interested in purchasing.

- A \$1,000 donation will be made to the Greenville Public Library by the FGPL group.
- New officers have been elected and are as follows: President: Velma Cochran, Vice President: Tonya Holman, Secretary: Emily Brooks, Treasurer: Linda Coleman, Members at Large: Marie Siefken, Regina Robart, and Alan Gaffner.
- The next FGPL meeting will be held on January 9th at 6:30 pm.

8. Director's Report:

- Library Long Term Goals/Projects/Discussion:
 - Chance Volhken reported that Bruce & Darin Unterbrink looked at the floor and did not see anything causing the sagging. Unterbrink suggested that an engineer be contacted to look at the floor issue. They did note the mess from cable work that was done previously and recommended the Library have someone come in to clean it up.
 - Christal Valentin stated that the Library has hired Stacey Weiss as a substitute library clerk.
- Library Closed Saturday, December 24 and Monday, December 26, 2022.
- Library Closed Saturday, December 31, 2022 and Monday, January 2, 2022.
- Appreciation of Friends of the Library - Valentin expressed gratitude on behalf of herself and Jo Keillor for the gift from the FGPL. She stated they are hoping to use the gift towards a story walk board around the library.

9. Head Librarian's Report: Head Librarian Christal Valentin presented her monthly information regarding happenings at the Library. Currently there is a Christmas Coloring Contest. Valentin will be visiting the Elementary School on Monday, December 19 to promote upcoming library holidays and talking about recently purchased resources and books. Valentin updated the board on Cloud Library Usage, 66 active users who checked out 380 books last month.

10. Committee Reports:

- Library Materials Report: The committee submitted their lists and books were ordered.
- Finance and Records Report: Met and discussed wages for the upcoming year, reviewed budgets, and discussed the floor.
- Discussed Committee recommendations with the full board
 - Motion by Dale Martin to approve the recommendation of the Finance Committee for \$1/hour wage increase for hourly staff. 2nd by Judy Cox. Approved 6-0
 - Motion by Dale Martin to approve the recommendation of the Finance Committee for a 5% pay increase for the Library Director and a 5.5% increase for the Head Librarian. 2nd by Judy Cox. Approved 6-0
- Publicity and Promotions Report: The committee did not meet.
- Policy and Personnel Report: The committee did not meet.
- Building and Grounds Report: The committee did not meet.

11. Unfinished Business: Discussion was held on the Library floor.
12. New Business: Next Board Meeting is Thursday, January 12, 2023, 4:00 pm.
13. Adjourn: Kyle Littlefield motioned to adjourn. Dale Martin seconded the motion. Approved 6-0. The meeting adjourned at 4:47 pm.