

Greenville Public Library Trustees Meeting
414 West Main Street
Greenville, IL. 62246
April 10, 2025 4:00 p.m.
Minutes

1. Call to Order: Board President Chance Vohlken called the meeting to order at 4:00.
2. Roll Call of Members: Present: Chance Vohlken, Kayla Curry, Kyle Littlefield, Amanda O'Regan, Jane Wilhite, Cynthia Wiegand, Lorna Gaffney, and Judy Cox. Absent: Bob Munshaw. Also present: Director Jo Keillor, Head Librarian Christal Valentin, and Emily Brooks.
3. Public Comment: Emily Brooks reported that the Friends of Greenville Public Library are sponsoring a "Books and Buns" sale on Sat., April 19. There is currently a candle fundraiser going on. There will be a fundraiser at Joe's Pizza on May 20.
4. Approval of Minutes:
 - a. Approval of Feb. 27, 2025 Special Board Meeting Minutes: Motion to approve by Jane Wilhite. 2nd by Amanda O'Regan. Approved 8-0.
 - b. Approval of Mar. 11, 2025 Library Materials Committee Meeting Minutes: Motion to approve by Judy Cox. 2nd by Cynthia Wiegand. Approved 8-0.
 - c. Approval of Mar. 13, 2025 Board Meeting Minutes: Motion to approve by Kayla Curry. 2nd by Kyle Littlefield. Approved 8-0.
5. Approval of Bills for February 2025: Motion to approve by Kyle Littlefield. 2nd by Amanda O'Regan. Approved 8-0.
6. Finance Report: Director Keillor presented the Finance Report.
 - a. Cash/Investments Report
 - b. Endowment Report
7. Director's Report:
 - a. Library Long Term Goals/Projects/Discussion:
 - i. Credit Card Limits-Director Keillor explained that the current credit card limit is \$1000.00. The Intuit Bookkeeping program and Post Dispatch renewal will exceed that limit. There was a motion by Judy Cox to raise the limit to \$2,500.00. 2nd by Lorna Gaffney. Approved 8-0.
 - ii. Book Sale- Tables for the sale on April 19 will be borrowed from Kingsbury Park District. Jo Keillor will reach out to the National Honor Society at the high school for help during the sale.
 - iii. Advocate Building- We are waiting to receive the rent checks. The signed lease has not yet been returned. President Vohlken has been in communication with them. The locks on the building are waiting to be changed. There had been a plumbing issue and Litteken Plumbing was called by the Advocate staff for repairs. Director Keillor has asked them in the future to contact the library when repairs are needed.
 - iv. Lamp posts- There was a motion to have lamp post components sent out to receive matching powder coating by Amanda O'Regan. 2nd by Kayla Curry. Approved 8-0.

- b. 2025-2026 Budget- The proposed budget was discussed and compared to previous budgets. Motion to approve the 2025-2026 Budget as presented made by Kyle Littlefield. 2nd by Amanda O'Regan. Approved 8-0.
 - c. Statements of Economic Interest: All trustees have submitted their forms to City Hall.
 - d. The Muni Band Concert will be June 5, 2025.
 - e. Committee Assignments: President Vohlken asked if any trustee present would like to change their current committee assignment. No changes were requested.
8. Head Librarian's Report: There were 1429 patrons in March, 2025. This is 105 less than in 2024. There were 15 programs. Attendance was 58 adults, 79 children, and 45 other. The library staff printed off 18 tax forms for patrons. This is a savings of \$4.50 to the community. This is National Library Week. There are several celebrations going on. There is a poster board for patrons to leave thank you notes, bookmarks, a bookmark making station, a mystery giveaway (4 available), and a Facebook giveaway. The Cloud Library update shows 318 digital titles were borrowed in March. There were 470 transactions, which includes borrowed items, items placed on hold, and suggested titles.
9. Committee Reports
- a. Library Materials Report: They met and shared their recommendations with Christal.
 - b. Finance Committee: Did not meet.
 - c. Publicity Committee: Did not meet.
 - d. Personnel and Policy: Did not meet.
 - e. Building and Grounds: Did not meet.
10. Unfinished Business: The press release about the construction plans and options is nearing completion.
11. New Business: There was none.
- Next Board Meeting—**Thursday, May 8, 2025, 4:00 p.m.**
12. Adjourn: Motion to adjourn by Kyle Littlefield. 2nd by Lorna Gaffney. Meeting adjourned 4:57 pm.