

**Greenville Public Library Trustees Meeting**  
**The Bradford Room**  
**Greenville, Illinois 62246**  
**Conference Call available – 978-990-5084 password 8638025**  
**April 8, 2021**  
**4:00 p.m.**  
**Minutes**

1. Call to Order: President Dale Martin called the meeting to order at 4:02 pm.
2. Roll Call of Members: Present: Kayla Curry, Jane Wilhite, Chance Vohlken, Cindy Catron, Dale Martin, Dieadre Schaufelberger. Absent: Cynthia Wiegand, Judy Cox. Also present: Director Jo Keillor and Head Librarian Christal Valentin. Present via conference call: Steven Stilt.
3. Public Comments: None
4. Approval of Minutes
  - a. Approval of March 11, 2021 Board Meeting Minutes: Jane Wilhite motioned to approve the March 11, 2021 board meeting minutes. Cindy Catron seconded the motion. Approved 6-0.
5. Approval of March 2021 Bills as Presented: Jo Keillor discussed the March bills. Kayla Curry motioned to approve the March 2021 bills as presented. Mike Heath seconded the motion. Approved 6-0.
6. Finance Report: Jo Keillor explained that the BNB CD that matured was rolled over. She noted that the interest rate has decreased from 1.5% to 0.5%. Interest from the BNB CD that matures in April will be used to supplement board members' donations for the summer reading program.
  - a. Cash/Investments Report
  - b. Endowment Report
7. Director's Report:
  - A. Library Long Term Goals/Projects/Discussion: Jo Keillor reported that the library has been open to the public for a week and a half. The numbers have been fairly low, but she is hopeful that the word will get out and traffic will increase. Jo Keillor reported that the second StoryWalk® is up at Patriot's Park. She thanked Kingsbury Park District and KRP for their help with this program. Jo Keillor reported that weekly Toddler Story Time started again on Wednesday, April 7.

It is being held on the Library lawn. She is pleased that there were 9 children and 8 adults in attendance at the first story time.

B. Election of Board Officers: After discussion, it was decided to wait until the May board meeting to nominate and elect officers.

- i. President
- ii. Vice-President
- iii. Secretary
- iv. Treasurer

C. Museum Day – May 15, 2021: Jo Keillor explained that the Library has been asked to participate in the Greenville Museum Day on Saturday, May 15 from 10 am – 3 (or 4) pm. She requested help from the board members to give tours of the Library.

D. Air Conditioner: Jo Keillor reported that the Library is on the list for Stombaugh's annual preseason servicing.

E. Carpet Cleaning: Jo Keillor reported that the annual carpet cleaning was delayed until after the winter season when ice melt is tracked in. It is scheduled for Sunday, April 11, 2021.

F. Summer Reading Program funding: Jo Keillor reminded board members that the board voted to fund the summer reading program with donations from individual board members. In the past, board members were requested to sell 6 tickets for the historical event at \$8.00 each ticket.

G. Conflict of Interest Statements: Jo Keillor verified that each board member had submitted their conflict of interest statements.

8. Head Librarian's Report: Christal Valentin presented her report. She explained that the library continues to print tax forms as a service to the community. She noted that one gentleman donated \$10 as a thank you. Christal Valentin reported on Summer Reading Program plans. She has begun to order items needed. She will wait until Prime Day if possible to order Kindles. She is asking community members and board members to be readers at the July programming. She has booked a magician for July 21. If he gets more bookings, he will be able to delay that until July 28 which would be preferable. She explained that all July programming will be held in the Bradford Room since it has more room than the library and will allow social distancing to be maintained. Although holding the programs on the library lawn was considered, it was decided that the Bradford Room had air conditioning and could be held no matter the weather. She will take books for children to check out there. Christal Valentin reported that inventory of all of the downstairs collection, except early juvenile fiction, was completed before reopening to the public. Christal Valentin reported that she ordered new DVDs in time for the reopening of the building so that patrons would have new movies to check out. She thanked FNB Community for

their donation that was used to purchase the DVDs. Christal Valentin reported that she ordered books that are on the Association of Illinois School Library Educators' Bluestem Award List in memory of Jude Huff. She remembers Jude reading books from that list every summer.

#### 9. Committee Reports

- A. Library Materials Report: The committee submitted their book lists and books were ordered.
- B. Finance Report: The committee did not meet.
- C. Publicity Report: Jo Keillor continues to write articles for the Advocate and record announcements for WGEL. She also has posted activities on Facebook. Kayla Curry and Dieadre Schaufelberger suggested that activities also be posted to the Bond County Kids Activities and Information Facebook page.
- E. Personnel and Policy Report: The committee did not meet.
- F. Building and Grounds Report: The committee did not meet.

10. Unfinished Business: There was no unfinished business.

11. New Business: Jo Keillor asked the board to review the budget before voting on it at the May meeting. Jo Keillor said that the Bradford Room has been reserved for the second Thursday of the month for the rest of the calendar year, except for November. The second Thursday in November is the Veteran's Day holiday. It was agreed to move it to Tuesday, November 9 at the regular time. Mike Heath was thanked for his ten years of service on the Library Board.

Next Board Meeting —**Thursday, May 13, 2021, 4:00 p.m.**

12. Adjourn: Mike Heath made the motion to adjourn. Jane Wilhite seconded the motion. Approved 6-0. The meeting adjourned at 4:38.