

**GREENVILLE PUBLIC LIBRARY  
FINANCE AND RECORDS COMMITTEE MEETING  
Greenville Public Library  
414 W Main Street, Greenville, IL 62246  
Thursday, October 7, 2021  
4:30 P.M.**

**A G E N D A**

1. Call to Order: Chairperson Kyle Littlefield called the meeting to order at 5:07 pm
2. Roll Call: Present: Kyle Littlefield, Cynthia Wiegand, and Dale Martin (ad hoc.)  
Absent: Dieadre Schaufelberger. Also present: Director Jo Keillor
3. Public Comments: There were no public comments.
4. Matters for Committee Consideration:
  1. Technology Grant Update: Jo Keillor announced that the Library received the Illinois On the Road to Recovery grant to be used for new computers. Kyle Littlefield reminded everyone that upfront costs for the reimbursement-style grant will come from money market account 2116.
  2. Delayed Tax Payment Update: The tax payments are delayed and not expected until late December. Jo Keillor will check on the minimum amount that needs to be maintained in money market account 2640. It is hoped that funds can be borrowed from that account to get us through until tax revenue is received.
  3. Track CD Maturities: The CD that matured in September was reinvested for 12 months. There are three CDs that will mature during the next quarter.
  4. HVAC system discussion: Kyle Littlefield reported that the City encouraged the Library to use the Law investments to fund building updates. Jo Keillor will monitor the boiler and report to the Board any issues.
  5. Budget Discussion: The budget was discussed. Recommendations given to the Director included building up a reserve fund for the HVAC system and salary increases.
5. Old Business: Kyle Littlefield reminded the committee that Judy Cox is collecting names for possible members to start a "Friends of the Library" steering committee. The next meeting will be in January.
6. New Business: No new business.
7. Adjournment : Cynthia Wiegand made a motion to adjourn. Kyle Littlefield seconded the motion. Approved 2-0. The meeting was adjourned at 6:10 pm.