

Greenville Public Library Trustees Meeting
The Bradford Room
Greenville, Illinois. 62246
January 12, 2023
Minutes

1. Call to Order: Chance Vohlken called the meeting to order at 4:00 p.m.
2. Roll Call of Members: Present: Cynthia Wiegand, Chance Vohlken, Kyle Littlefield, Dale Martin, Jane Wilhite, Lorna Gaffney. Absent: Kayla Curry, Judy Cox, Curtis Flake. Also present: Director Jo Keillor, Head Librarian Christal Valentin, Friends of Library representative Velma Cochrane.
3. Approval of Minutes: Approval of December 8, 2022, minutes- Motion to accept by Kyle Littlefield. 2nd by Lorna Gaffney. Approved 6-0.
4. Approval of December 2022 Bills as presented-Jo Keillor pointed out this was a month with 3 pay periods. Motion to accept the bills as presented by Dale Martin. 2nd by Cynthia Wiegand. Approved 6-0.
5. Financial Report: Director Keillor presented the finance reports.
 - a. Cash/Investments Report:
 - b. Endowment Report: There was a CD at Bradford Bank that was renewed on Jan. 3, 2023.
6. Friends of the Greenville Public Library Report: Velma Cochrane reported there are no major events planned until March. The tote bag sales are going well. Currently they have sold 26 of the 45 bags they had printed. They are available for purchase at the library. They are working on the calendar of events for 2023. The next meeting will be at 6:30 on Feb. 6 at Bradford Community Room.
 - a. Library Long Term Goals/Projects/Discussion
 - i. Friends of Library donated \$1,000 to the library. Director Keillor is hoping to purchase a set of permanent story walk displays. She will gather information and discuss options with the building and grounds committee.
 - b. Per Capita Grant Requirements FY23:
 - i. This is due the end of January. The director will complete and get it submitted.
 - c. The 23-24 Calendar of Holidays will follow federal holidays with the exception of Juneteenth and Columbus Day. The Board Meetings will continue to be the 2nd Thursday of each month at 4:00.
 - d. Those trustees whose terms are due to expire need to contact Jo Keillor next week to let her know of the wish to continue on the board.
 - e. Motion to Make Changes to Library CDs.
 - i. A discussion was held on creating a list of persons who can adjust the terms and/or lengths of CDs. It was suggested this list will include the Board President, members of the Finance Committee, and the Library Director. The members of this committee are currently President-Chance Vohlken, Finance Committee members-Dale Martin, Cynthia Wiegand, Kyle Littlefield, and Library Director-Jo Keillor. Motion to accept this list

was made by Jane Wilhite. 2nd by Kyle Littlefield. Approved 6-0.

7. Head Librarian Report: Head Librarian Christal Valentin presented her report. Patron visits were higher than in 2021 but still not as high as pre-Covid. There were 9 programs in December. The hidden ornament event in December was very well received. There were 37 children that participated. She is hoping to do a similar program for the Easter season. There are currently 5 hotspots available. This has sufficiently met the needs of the patrons. There was a discussion about the surplus books that are currently stored in the Biography section. The publicity and promotions committee will meet and work with FGPL to plan a book sale for warmer weather. Where to store the books until then was discussed but no solution was reached.
8. Committee Reports
 - a. Library Materials Report: Material suggestions were submitted and ordered
 - b. Finance and Records: Did not meet
 - c. Publicity and Promotions: Did not meet
 - d. Policy and Personnel: Did not meet
 - e. Building and Grounds: Did not meet
9. Unfinished Business: There was none
10. New Business: There was none
11. Next Board Meeting is Thursday, Feb. 9, 2023, 4:00 p.m. at The Bradford Room
12. Adjourn: Kyle Littlefield motioned to adjourn. Lorna Gaffney 2nd. Approved 6-0. Meeting adjourned at 4:26.