

**Greenville Public Library Trustees Meeting**  
**The Bradford Room**  
**Greenville, Illinois 62246**  
**Or, via conference call**  
**1-978-990-5084, password 8638025**

**January 13, 2022**  
**4:00 p.m.**  
**Minutes**

1. Call to Order: President Dale Martin called the meeting to order at 4:00 pm.
2. Roll Call of Members: Present: Dale Martin, Cynthia Wiegand, Jane Wilhite, Chance Vohlken, Kyle Littlefield, Kayla Curry, and Cindy Catron. Via phone: Judy Cox. Absent: Dieadre Schaufelberger. Also present: Director Jo Keillor.
3. Public Comment: There were no public comments.
4. Approval of Minutes:
  - a. Approval of December 9, 2021 Board Meeting Minutes: Kayla Curry motioned to approve the December 9, 2021 Board meeting minutes. Kyle Littlefield seconded the motion. Approved: 6-0.
5. Approval of December Bills as Presented: Jo Keillor pointed out that the second tax installment was deposited. She also clarified the two Z&Z bills – the first was to repair the broken timer for the outside lights, the second was for the installation of the outside wifi unit. The two Lazerware bills are for the November and December invoices for the monthly contract. Kyle Littlefield motioned to approve the December bills as presented. Chance Vohlken seconded the motion. Approved: 6-0.
6. Finance Report: Jo Keillor presented the finance reports pointing out that several CDs matured in the last two months. They were rolled over, but at the current lower rate.
  - a. Cash/Investments Report
  - b. Endowment Report
6. Director's Report
  - A. Library Long Term Goals/Projects/Discussion: Jo Keillor thanked Dale Martin and Eric Watterson for their work installing the acrylic barriers around the computers. She reported that computer usage is gradually picking up. Jo Keillor reported that Z&Z and Lazerware

installed the wifi booster to increase wifi coverage outside. It will be on from 8 am – 8 pm. Jo Keillor reminded everyone that she will let board members know when the OMA training website is up and running. Jo Keillor has looked into Beanstack and 1,000 Books Before Kindergarten at the request of Chance Vohlken. The cost of Beanstack is prohibitive. The 1,000 BBK program is a possibility. It was recommended that she ask Project Parenting or KRP to sponsor it. Jo Keillor also explained that she had investigated Niche Academy and Hulu. Again, the cost is prohibitive. Kayla Curry suggested seeking sponsorship for these types of additions to the library. It was also mentioned that, in the future, these might be something that a future Friends of the Library could sponsor.

- B. 2022-2023 Calendar Board Meetings: The Board received the calendar of Board meetings for the FY 2022-2023.
- C. 2022-2023 Calendar Holidays: Jo Keillor asked the Board if Juneteenth should be added? Kyle Littlefield stated that the City does not plan to take it. The Board's concensus was to not add it to the holidays at the Library this year.
- D. Board Member Terms of Office: Jo Keillor included the list of Board members terms of office. Cindy Catron informed the Board that she will be stepping down when her term is completed at the end of April. The Board is asked to think about who they would recommend.
- E. Summer Reading Program Funding: Jo Keillor asked how the Board wanted to proceed with funding the Summer Reading Program. In the past, there has been a history event every spring that was used as a fundraiser. Kayla Curry asked if it could be added to the budget? Jo Keillor reported that it costs about \$1,000 each year. It was suggested that interest money be used to fund it.
- F. FY 2022 Per Capita Grant: Jo Keillor reported that the Per Capita Grant has been submitted. The State called with the information that the population has increased to 7,083.
- G. Programming report: Jo Keillor distributed flyers for the Illinois Libraries Present program on Wednesday, January 26, 2022. The Zoom program will consist of a presentation by author, Silvia Moreno-Garcia. Jo Keillor encouraged Board members to attend and to help publicize the program. Jo Keillor stated that Rosie Baker will begin monthly story times in February - as long as it is safe to do so. Jo Keillor will begin Take & Make craft kits for Toddlers/Preschoolers since copyright laws prohibit reading books online.

7. Head Librarian's Report: Jo Keillor explained Christal Valentin's report. She pointed out that the Holds Satisfied number has been corrected. She also explained an option to create more space on the adult fiction shelves by withdrawing unused reference books and moving "classics" to that space.

8. Committee Reports

- A. Library Materials Report: The committee submitted their orders.
- B. Finance Report: The committee did not meet.
- C. Publicity Report: Jo Keillor continues to write articles for the newspaper, record announcement for WGEL, and promote the Library with holidays.
- D. Personnel and Policy Report: Cindy Catron reported that the Personnel committee had done the annual review of Director Jo Keillor.
- E. Building and Grounds Report: The committee did not meet.

9. Unfinished Business: The Resource Allocation Panel submitted the minutes from their meeting. They recommend that the Library should pursue building a new building as a wiser use of public funds. Chance Vohlken reported that the asking price for one potential location is \$200,000. One estimate to demo the building at that location is \$30-50,000. The Library would be responsible for maintaining the green space after the demo is complete. No action was taken at the meeting.

10. New Business: There was no new business.

Next Board Meeting —**Thursday, February 10, 2022, 4:00 p.m.**

11. Adjourn: Kayla Curry motioned to adjourn. Cindy Catron seconded the motion. Approved: 6-0. The meeting adjourned at 5:18 pm.