

**Greenville Public Library Trustees Meeting**  
**Annual Meeting**  
**The Bradford Room**  
**Also via conference call**  
**1-978-990-5084, password 8638025**  
**Greenville, Illinois 62246**  
**June 10, 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, Dale Martin, Judy Cox, Kyle Littlefield, Cynthia Wiegand, and Deidre Schaufelberger. Absent: Chance Vohlken, Jane Wilhite, and Cindy Catron. Also present: Director Jo Keillor, Head Librarian Christal Valentin, Mr. Shawn Cox, Mr. Kolin Dothager, Ms. Gail Heideman, Ms. Debbi Keillor, Mrs. Barbara Vaughan, and Mr. Pedro Valentin.
3. Public Comments: Mr. Shawn Cox read a prepared statement with his concerns about masks, checkout limits, the public restroom, and books with homosexuality and systemic racism.
4. Approval of Minutes:
  - a. Approval of May 13, 2021 Board Meeting Minutes: Cynthia Wiegand motioned to approve the May 13, 2021 board meeting minutes. Kyle Littlefield seconded the motion. Approved 5-0.
5. Approval of May 2021 Bills as Presented: Jo Keillor noted several of the bills and deposits. Judy Cox motioned to approve the May 2021 bills as presented. Kayla Curry seconded the motion. Approved 5-0.
6. Finance Report: Jo Keillor discussed the finance report, noting the Midland States Bank CD had been rolled over at the same interest rate.
  - a. Cash/Investments Report: No substantial changes.
  - b. Endowment Report: No substantial changes.
  - c. Annual Audit: Jo Keillor is waiting for the accountant to look over the books before submitting it to the auditors as per instructed.
6. Director's Report

- A. Library Long Term Goals/Projects/Discussion: Jo Keillor reported that Spring Story Time went well with new families participating. She reported on recent and upcoming holiday celebrations.

Concerning next steps in COVID mitigations, Jo Keillor stated she checked with Mr. Sean Eifert and Dr. Tom Dawdy from the Bond County Health Department. They, in turn, checked with the Section Chief of Communicable Diseases at the Illinois Department of Public Health. The Section Chief said continued masking would be a good idea. Dr. Dawdy and Mr. Eifert recommended the following:

“With so many of your patrons being kids who are not yet eligible for the vaccine, it seems reasonable to ask that all persons continue to mask in the library. Encouraging social distancing indoors still would be wise for now. The emphasis on environmental mitigation is mostly on reducing airborne transmission. A good cleaning on a regular basis should be adequate. Transmission from a book seems very unlikely according to current knowledge, but if you choose to hold a returned book back that is certainly OK to do, especially if you feel your patrons will be more comfortable with that. Hand sanitizing stations should still be available, and patrons should be urged to sanitize hands before and after using computer keyboards. Social distancing for the unvaccinated is still advised, so that is still a potentially limiting factor for reading hours, etc.”

Jo Keillor shared that a grandmother thanked us for keeping the mask rule in place and enforcing it. Jo Keillor suggested that masks continue to be required for all indoor library events (including the July programming that will be held at the Bradford Room and board meetings), that books continue to be cleaned but no longer quarantined, that patrons be allowed to return books inside, that limits be returned to 40 books per household, that groups be allowed to use tables and chairs with social distancing the responsibility of the group, that the public restroom remain open, and that staff clean regularly.

After discussion that included questions about the criteria of wearing a mask and about the length of time that masks will be required, President Dale Martin stated that a pandemic has a definite beginning, but the ending is not as easy to determine. The board can revisit the issue each month. Cynthia Wiegand made the motion to approve the suggestion brought by Jo

Keillor. Judy Cox seconded the motion. Approved – 4,  
Abstain – 1.

- B. Annual Non-Resident Fees: Jo Keillor explained the procedure for determining fees for non-resident card fees. Kyle Littlefield motioned that non-resident cards continue to be offered using the mathematical formula which determines that non-resident cards sell for \$40/year. Kayla Curry seconded the motion. Approved 5-0.
- C. Elevator Update: Jo Keillor reported that maintenance on the elevator has been done in preparation for the annual inspection/certification which is scheduled for June 17.
- D. IPLAR (Illinois Public Library Annual Report) Report: Jo Keillor reviewed the Annual Report (attached) that goes to the Mayor, City Council, and the State.
- E. Library Committee Assignments: President Dale Martin provided committee assignments (attached) and the Policy Manual information concerning those committees. He encouraged committee chairs to contact their committee members and arrange to meet. Committee members were reminded to follow OMA guidelines.
- F. Muni Band Concert: The Muni Band Concert will be held on the Library lawn. Dale Martin encouraged everyone to attend.

7. Head Librarian's Report-Summer Reading Update: Christal Valentin reviewed her monthly and her annual reports (attached.) She explained that there is a discrepancy between "holds placed," "holds cancelled," and "holds satisfied."

#### 8. Committee Reports

- A. Library Materials Committee Report: The committee submitted book titles to be ordered.
- B. Finance Committee Report: The committee did not meet.
- C. Publicity Committee Report: The committee did not meet. Jo Keillor continues to write a weekly column for the Advocate and make announcements on WGEL.
- D. Personnel and Policy Committee Report: The committee did not meet.
- E. Building and Grounds Committee Report: The committee did not meet.

9. Unfinished Business: Dieadre Schaufelberger asked for clarification on Mr. Shawn Cox's comments. Jo Keillor and Christal Valentin offered an explanation of events that had transpired earlier with Mr. Cox. As per the Policy Manual, the Library Materials committee reviewed Mr. Cox's Request for Reconsideration of Materials form. A response letter is being written.

10. New Business: Judy Cox asked if there was a policy about the ethics of Board Members winning prizes in the GPL contests. Dale Martin suggested that the policy committee should look into that when they meet.

Next Board Meeting —**Thursday, July 8, 2021 4:00 p.m.**

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