

**GREENVILLE PUBLIC LIBRARY
FINANCE AND RECORDS COMMITTEE MEETING
Greenville Public Library
414 W Main Street, Greenville, IL 62246
Friday, June 6th, 2025
4:30 P.M.**

MINUTES

1. Call to Order: Chair Kyle Littlefield called the meeting to order at 4:30 pm.
2. Roll Call: Present: Kyle Littlefield, Amanda O'Regan, Cynthia Wiegand. Also present: Director Jo Keillor.
3. Public Comments: There were no public comments.
4. Matters for Committee Consideration:
 1. Track CD Maturities: Jo Keillor reported that CD #2778 matured and that it, along with enough extra money from the Fidelity account to equal \$75,000, were used to purchase a 12-month brokered CD at 4% interest. The committee agreed to keep the same process when CDs mature – Chance Vohlken, Kyle Littlefield, and Jo Keillor will research options and purchase the best option.
 2. Review Budget and Bookkeeping: Jo Keillor described a change in the bookkeeping that the City has suggested where the City would keep the Library money in a separate line item, the Library would submit invoices and payroll, and the City would pay those out of the library line. Amanda O'Regan motioned to recommend that we do not change the budget and bookkeeping process at this time. Seconded by Cynthia Wiegand. Approved 3-0.
5. Old Business: It was reported that the Advocate paid \$4400 in back rent before they moved out of the building.
6. New Business: Jo Keillor reported that she has received the tax bills for the Advocate office building and the two empty lots. The bill for the Advocate building is \$5692.00. The bills for the empty lots equal \$1218.56. The total for all three properties is \$6910.56. Amanda O'Regan motioned to use Checking account #90 168 72 plus Money Market account #2640 to pay the tax bill. Kyle Littlefield seconded the motion. Approved 3-0
Cynthia Wiegand motioned that, since we would not be kicking anyone out and since we are unsure of finding a renter, the committee recommends that the full Board pursue the demolition of the Advocate building in order to save on taxes and the headaches of renters. Amanda O'Regan seconded the motion. Approved 3-0.
7. Adjournment: Cynthia Wiegand motioned to adjourn. Amanda O'Regan seconded the motion. Approved 3-0. The meeting adjourned at 5:17 pm.