

**Greenville Public Library Trustees Meeting**  
**Greenville, IL. 62246**  
**March 14, 2024**  
**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, Kyle Littlefield, Jane Wilhite, Chance Vohlken, Judy Cox and Lorna Gaffney. Absent: Amanda O'Regan, Kayla Curry, and Bob Munshaw. Also present: Director Jo Keillor and Head Librarian Christal Valentin.
3. **Public Comments**- None
4. **Approval of Minutes**
  - a. **Approval of February 8, 2024 Board Meeting Minutes**-Motion to approve by Cynthia Wiegand. 2<sup>nd</sup> by Kyle Littlefield. Approved 6-0.
  - b. **Approval of February 8, 2024 Library Materials Committee Meeting Minutes**-Motion by Judy Cox. 2<sup>nd</sup> by Cynthia Wiegand. Approved 6-0.
  - c. **Approval of March 7, 2024 Finance and Records Committee Meeting Minutes**-Motion by Kyle Littlefield. 2<sup>nd</sup> by Cynthia Wiegand. 6-0
  - d. **Approval of March 11, 2024 Policy and Personnel Committee Meeting Minutes**-There was a typing error on the agenda. This was listed as Publicity and Promotions Committee. Therefore no action was taken on presented minutes. It was tabled until the next board meeting.
5. **Approval of February 2024 Bills**- Motion Kyle Littlefield. 2<sup>nd</sup> Lorna Gaffney. Approved 6-0
6. **Finance Report**
  - a. **Cash/Investments Report:**
  - b. **Endowment Report:**
7. **Friends of the Greenville Public Library Report**-There were no representatives present at this meeting.
8. **Director's Report**
  - a. **Library Long Term Goals/Projects/Discussion**- There is a Trivia Night planned for April 6 to coincide with the Eclipse events. Trustees were encouraged to get a team for the event. There will also be a silent auction.
  - b. **24-25 Proposed Budget**- The 1<sup>st</sup> reading was held today. The 2<sup>nd</sup> reading will take place at the April meeting.
  - c. **Statement of Economic Interest**- They must be submitted by May.
  - d. **Committee Assignments**-Bob Munshaw needs to be placed on a committee. The rest of the trustees should let Chance Vohlken know if we would like to change our assignments.
9. **Head Librarian's Report**-There were 1387 patrons in February. Computer patrons numbered 131. There were 12 programs. (6 active, 6 passive). There will be a hidden sun ornament downstairs from April 1 to April 5 to build excitement for the eclipse event. Children who find the ornament will receive a goody basket.

## **10. Committee Reports**

- a. Library Materials Report**-They submitted recommendations.
  - b. Finance Report**-They budgeted for building maintenance in the proposed budget. There will be a purchase of eclipse glasses to be given away at the events. There is need to replace the copiers. There was a motion made by Kyle Littlefield and 2<sup>nd</sup> by Cynthia Wiegand to give Director Keillor permission to place an order with GFI. Motion was approved 6-0.
  - c. Publicity Report**-Did not meet.
  - d. Personnel and Policy Report**-Brought Point 4.c. to the trustees for the 2<sup>nd</sup> reading. Motion by Judy Cox and 2<sup>nd</sup> by Kyle Littlefield. Approved 6-0. Also brought Section Four, Subsection III, I. Motion by Jane Wilhite and 2<sup>nd</sup> by Lorna Gaffney. Approved 6-0.
  - e. Building and Grounds Report**-Did not meet
- 11. Unfinished Business**- The presentation to the City Council dealing with possible renovations or new construction was well received. The council has given their support to proceed.
- 12. New Business- None**
- 13. Next Board Meeting-Thursday, April 11, 2024, 4:00 p.m. Location-Greenville Public Library**
- 14. Adjourn**-Lorna Gaffney made a motion to adjourn. 2<sup>nd</sup> by Kyle Littlefield. Approved 8-0 Meeting adjourned at 5:05.