

**Greenville Public Library Trustees Meeting**  
**The Bradford Room**  
**Greenville, Illinois 62246**  
**May 12, 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, Kayla Curry, Kyle Littlefield, Chance Vohlken, Judy Cox. Jane Wilhite @4:04 pm. Absent: Deadre Schaufelberger and Curtis Flake. Also present: Velma Cochran and Anne Betscher from Friends of the Library, Head Librarian Christal Valentin, and Director Jo Keillor.
3. Public Comments: There were no public comments.
4. Approval of Minutes:
  - a. Approval of April 14, 2022 Board Meeting Minutes: Kayla Curry motioned to approve the April 14, 2022 Board meeting minutes. Kyle Littlefield seconded the motion. Approved 6-0.
5. Approval of April 2022 Bills as Presented: Jo Keillor presented the April 2022 bills and reviewed them. Cynthia Wiegand motioned to approve the April 2022 bills. Judy Cox seconded the motion. Approved 6-0.
6. Finance Report
  - a. Cash/Investments Report:
  - b. Endowment Report: Jo Keillor reported that BNB CD # 138705 matured in March, the interest was drawn off, and the principal was reinvested in a “brokered” CD with an interest rate twice the rate of a regular CD.
7. Director’s Report
  - A. Library Long Term Goals/Projects/Discussion: Jo Keillor reported on the various holidays celebrated last month and those that are upcoming. She thanked FNB for their annual donation given at the annual Appreciation Breakfast.
  - B. Election of Officers: The following Board members were elected to office: President – Chance Vohlken, Vice-President – Judy Cox, Secretary – Jane Wilhite, and Treasurer – Cynthia Wiegand. They will assume office at the June 9, 2022 Board meeting.

- C. Museum Day Report: Jo Keillor reported that 87 people came into the Library on Museum Day, May 7. She thanked Board members Cynthia Wiegand, Judy Cox, and Kyle Littlefield and FOL members Velma Cochran, Barbara Vaughan, and Emily Brooks for their help in giving tours of the Library.
- D. Municipal Band on Library lawn – June 9, 2022: The Muni Band will have their concert on the Library lawn on June 9. FOL will have a lemonade stand.
- E. **Annual Meeting June 9, 2022:** Jo Keillor reminded everyone that the annual meeting is June 9, 2022.
- F. 1,000 Books Before Kindergarten Report: Jo Keillor reported that 1,000 Books Before Kindergarten is ready to launch June 1, 2022. She reported that an anonymous donation of \$5,000.00 was received for 1,000 BBK.
- G. Friends of the Library – Memorandum of Understanding: Velma Cochran and Anne Betscher presented the memorandum of understanding between the Friends of the Library and the Greenville Public Library. They answered questions and clarified issues from the GPL Board. FOL will meet the first Mondays of each month unless it is a holiday) at 6:30 pm in the Bradford Room. As part of the MOU, an FOL Board member will attend the monthly GPL Board meetings and a GPL Board member will attend the monthly FOL Board meetings. Both parties desire clear communication. Jane Wilhite volunteered to attend the June 6 FOL Board meeting.
- H. Carpet cleaned: Jo Keillor reported that the annual carpet cleaning occurred on Saturday, April 30.
- I. Library Landscaping: Jo Keillor reported that Gary Jackson was hired for mowing and snow removal. She will check with him about trimming the bushes. Jo Keillor reported that on Friday, May 6, high school students participated in Give Back Day by weeding, trimming, planting, and cleaning the sign. Jo Keillor spread mulch in the corner triangle area.

8. Head Librarian's Report: Head Librarian Christal Valentin presented her monthly report. She noted that although numbers are not up to pre-COVID numbers, they are steadily increasing. Christal Valentin also reported on the programs during the last month. She told the Board that the first adult coloring contest is currently available. Christal Valentin reported that she is gearing up for our Summer Reading Programs. She also reminded the Board to spread the word about everything going on at the Library.

## 9 Committee Reports

- A. Library Materials Report: Chair Cynthia Wiegand reported that the committee submitted their book selections.
- B. Finance Report: The committee did not meet.
- C. Publicity Report: Chair Judy Cox reported that the committee participated in the City-wide garage sale with books and DVDs available for purchase. They made over \$121 for the 1,000 BBK program. The committee will have a table at Dairy Days. She asked for a flyer with all of the Library information on it.
- D. Personnel and Policy Report: The committee did not meet. The policy manual will be printed by Naco. It was too large to send via email and will need to be saved to a flashdrive and hand delivered to them.
- E. Building and Grounds Report: Chair Chance Vohlken that he continues to monitor the mole situation. He also reported that the hole near the SE down spout is getting deeper. He will ask the city to fill in more dirt. He will work on replacing the broken PVC pipe.

10. Unfinished Business: Kyle Littlefield reminded the Board to take next steps towards a presentation to the City. The Board discussed the best way to prepare a presentation to the City Council. A possible date for this was set for May 31, 2022.

11. New Business: There was no new business.

Next Board Meeting —**Thursday, June 9, 2022, 4:00 p.m.**

12. Adjourn: Kyle Littlefield motioned to adjourn. Kayla Curry seconded the motion.  
Approved 6-0.