

# Greenville Public Library Trustees Meeting

## Greenville, IL 62246

### May 9, 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, Kayla Curry, Amanda O'Regan, Jane Wilhite, Kyle Littlefield, Lorna Gaffney, and Chance Vohlken. Absent: Judy Cox and Bob Munshaw. Also present: Director Jo Keillor and Head Librarian Christal Valentin.
3. **Public Comments**- None
4. **Approval of Minutes**
  - a. **Approval of April 11, 2024 Minutes**-Motion by Kayla Curry. 2<sup>nd</sup> by Kyle Littlefield. Approved 7-0.
  - b. **Approval of April 11, 2024 Library Materials Committee Meeting Minutes**-Motion by Cynthia Wiegand. 2<sup>nd</sup> by Amanda O'Regan. Approved 7-0.
5. **Approval of April 2024 Bills**- Motion by Lorna Gaffney. 2<sup>nd</sup> by Kyle Littlefield. Approved 7-0.
6. **Finance Report**
  - a. **Cash/Investments Report:**
  - b. **Endowment Report:**
7. **Friends of the Library Report:** The April 20 book sale raised \$247. The friends will be selling brownies and ice cream at the June 6 Muni Band concert.
8. **Director's Report**
  - a. **Library Long Term Goals/Projects/Discussion**- Director Keillor told the board of the great help received by National Honor Society students at the April book sale. She has sent a thank you note to the organization. A group of high school students also came to help on the school's Give Back Day. This group helped with landscaping.
  - b. **Election of Officers**- A slate of officeholders for 24-25 was presented with President-Chance Vohlken, Vice President-Judy Cox, Secretary-Jane Wilhite, Treasurer-Cynthia Wiegand. Motion by Kayla Curry. 2<sup>nd</sup> by Kyle Littlefield. Approved 7-0.
  - c. **Annual Meeting**- The annual meeting of the Greenville Public Library Board of Trustees will be held on June 13, 2014.
9. **Head Librarian's Report**- There were 1837 patrons in April. This is up over 800 from 2023 because of the Eclipse events. The total number of tax forms printed this year was 113. That's a savings of \$28.25 to our patrons. She will begin to order summer reading supplies next week. Incentive sign ups will begin June 1 and conclude August 1.
10. **Committee Reports**
  - a. **Library Materials Report**-They submitted recommendations.
  - b. **Finance Report**-Did not meet.
  - c. **Publicity Report**-Did not meet.
  - d. **Personnel and Policy Report**-Did not meet.
  - e. **Building and Grounds Report**-Did not meet. Director Keillor would like to have a walk thru soon.
11. **Unfinished Business**-
12. **New Business**- According to Stombaugh's Heating and Cooling in Vandalia the AC needs to be looked at/serviced. Director Keillor will reach out to Weeke and get input/estimates from them as well.
13. **Next Board Meeting-Thursday June 13, 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 7-0 Meeting adjourned at 4:37.