

Greenville Public Library Trustees Meeting
415 West Main Street
Greenville, Illinois 62246
November 14, 2024
4:00 p.m.
Minutes

1. Call to Order: Board President Chance Vohlken called the meeting to order at 4:01 pm.
2. Roll Call of Members: Present: Chance Vohlken, Cynthia Wiegand, Judy Cox, Kyle Littlefield, Kayla Curry, Amanda O'Regan, Lorna Gaffney, Jane Wilhite. Arrived at 4:34 pm – Bob Munshaw. Also present: Head Librarian Christal Valentin and Director Jo Keillor.
3. Public Comments: There were none.
4. Approval of Minutes:
 - a. Approval of October 10, 2024 Board Meeting Minutes: Kyle Littlefield motioned to approve the October 10, 2024 Board meeting minutes. Kayla Curry seconded the motion. Approved 8-0.
5. Approval of Bills
 - a. Approval of October 2024 Bills as Presented: Jo Keillor presented the bills, explaining the larger bills, such as the insurance bill (\$9393), tuck pointing (\$720), carpet cleaning for upstairs (\$300), and boiler inspection for (\$210). Lorna Gaffney motioned to approve the October 2024 bills. Amanda O'Regan seconded the motion. Approved 8-0.
6. Finance Report: Jo Keillor explained that when FNB purchased the Tbill YTM4.170, the cost was a discounted price per unit and the extra was deposited into Total Bank Solutions.
 - a. Cash/Investments Report
 - b. Endowment Report
7. Friends of the Greenville Public Library Report: Since no one from FGPL was present, Jo Keillor reported that they are currently holding the Holiday tree silent auction. The trees are available to view and to bid on at The Milk House.
8. Director's Report
 - A. Library Long Term Goals/Projects/Discussion: Jo Keillor reported that the StoryWalk® was changed late last week. On January 25, 2025, she is planning to hold a Puzzle

Palooza - an event where teams of four race to complete a 750-piece puzzle in the shortest time. She is looking for donations of Lego bricks, hoping to start a Lego Club.

B. Per Capita Grant Requirements FY24:

- Trustees will review and report findings of chapters 6-9 of “Serving Our Public 4.0: Standards for Illinois Public Libraries.” Next month, read and review chapters 10-13 so that you can report on your findings: The Board reviewed chapter 6-9 of “Serving Our Public, 4.0”. In chapter 6, they determined that saving people is of greater importance than saving items. In chapter 7, the board determined that the checklist is met, however, the annual expenditure for materials could be increased. In chapter 8, the board determined that the checklist is met. They were reminded that they may attend Member Day on February 12, 2024, and they need to complete the Sexual Harassment Prevention Training before the end of the year. Keillor will email them the link. In chapter 9, the board determined that the checklist is met realizing that much of the information is available on the internet.

C. Library Closed November 11, November 28, and November 29

D. Library Closes at 5:00 p.m. on Wednesday, November 27

E. Boiler Inspection: Jo Keillor reported that the boiler has been inspected and passed as safe to use.

9. Head Librarian’s Report: Christal Valentin reported on the statistics for October 2024. She pointed out the increased number of our patrons visiting other libraries during the Library Crawl. She also reported that we had 93 patrons from area libraries visit our Library. She reported that Family Reading Night will be Thursday, November 21 with Mrs. Luge and Mrs. Mains leading. She also reported that there will be a children’s Christmas coloring contest for three age groups. It will begin November 30 and entries are due Saturday, December 14.

10. Committee Reports

- A. Library Materials Report: Judy Cox reported that the committee met and submitted their suggestions.
- B. Finance and Records Report: Kyle Littlefield reported that the committee will meet on Thursday, December 5 at 4:30 pm.
- C. Publicity and Promotions Report: The committee did not meet.
- D. Policy and Personnel Report
 - 1. Non-resident policy change – second reading: Lorna Gaffney read the non-resident policy change to amend Policy Section II C 3 to say, “Greenville University students may receive a resident library card if they reside in Greenville, Illinois more

than 50% of the calendar year which qualifies them as Greenville residents.” Jane Wilhite motioned to approve the change as read by Gaffney. Kyle Littlefield seconded the motion. Approved 9-0.

E. Building and Grounds Report: Kayla Curry reported that the committee did not meet.

11. Unfinished Business: There was no unfinished business.

12. New Business: There was no new business.

13. Executive Session to discuss the purchase or sale of real estate: Kayla Curry motioned to move into executive session to discuss the purchase or sale of real estate. Lorna Gaffney seconded the motion. Approved 9-0.

Next Board Meeting —**Thursday, December 12, 2024 4:00 p.m.**

13. Adjourn: Kyle Littlefield motioned to adjourn. Kayla Curry seconded the motion. Approved 9-0. The meeting adjourned at 4:58 pm.