

**Greenville Public Library Trustees Meeting**  
**Greenville Public Library**  
**Greenville, Illinois 62246**  
**September 14, 2023**  
**Minutes**

1. Call to Order: Board President Chance Vohlken called the meeting to order at 4:15 pm. Vohlken recognized and seated new Trustees Dick Franks and Amanda O'Regan.
2. Roll Call of Members: Present: Cynthia Wiegand, Chance Vohlken, Kayla Curry, Kyle Littlefield, Judy Cox, Dick Franks, Amanda O'Regan, Lorna Gaffney. Absent: Jane Wilhite, Jo Keillor. Also present: Head Librarian Christal Valentin, Friends of Library representative Velma Cochrane.
3. Public Comments: None.
4. Approval of Minutes:
  - a. Approval of August 10, 2023 Board Meeting Minutes – Motion to approve the August 10th Board Meeting Minutes by Kyle Littlefield. 2<sup>nd</sup> by Judy Cox. Approved 8-0.
  - b. Approval of August 10, 2023 Library Materials Committee Meeting Minutes – Motion to approve August 10th Library Materials Committee Meeting Minutes by Cynthia Wiegand. 2<sup>nd</sup> by Judy Cox. Approved 8-0.
  - c. Approval of August 24, 2023 Special Board Meeting Minutes – Motion to approve the August 24 Special Board Meeting Minutes by Chance Vohlken. 2<sup>nd</sup> by Kayla Curry. Approved 8-0.
  - d. Approval of August 31, 2023 Special Board Meeting Minutes – Motion to approve the August 31, 2023 Special Board Meeting Minutes by Kayla Curry. 2<sup>nd</sup> by Kyle Littlefield. Approved 8-0.
  - e. Approval of September 7, 2023 Finance Committee Meeting Minutes – Motion to approve the September 7, 2023 Finance Committee Meeting Minutes by Kyle Littlefield. 2<sup>nd</sup> by Amanda O'Regan. Approved 8-0.
5. Approval of August 2023 Bills as Presented: Motion to approve the August bills by Cynthia Wiegand. 2<sup>nd</sup> by Kyle Littlefield. . Approved 8-0.
6. Finance Report: Christal Valentin presented printed finance reports.
  - Cash/Investments Report – discussion was held on recently renewed CD's and those that had upcoming renewal dates.
  - Endowment Report – no discussion
7. Friends of the Greenville Public Library Report: Velma Cochrane reported on behalf of the FGPL.
  - June – FGPL had a table at the Muny Band concert which raised approximately \$450 from brownie and ice cream sales.

- July – the FGPL hosted a hobby night with Michael Wiegand presenting on bird watching and bird photography.
  - August – FGPL participated in the Greenville Womens Alliance Back to School Bash by providing a craft where participants could decorate their own bookmark. ●
- Cochrane discussed upcoming fundraisers/events for the FGPL. Items mentioned:
- Book Fair @ Come home for Christmas Event and the week following.
  - Tree Decoration and Auction of Decorated Trees
  - Authors Roundtable featuring 5 local authors

8. Director's Report:

- Library Long Term Goals/Projects/Discussion:
  - Chance Vohlken reported that all items that had been approved in the proposed downstairs renovation have been completed. Trustees noted that the area had a fresh new look and appreciated the hard work by all.
- Owl Presentation night – October 26, 2023
- Story Walk – no discussion
- Logo – It was reported that Blake Gocey had been hired as the graphic designer to develop a logo and branding for the GPL. The Publicity Committee will need to schedule a meeting to discuss with Gocey our vision for a logo.
- Per Capita Grant Requirements FY23 – no discussion

9. Head Librarian's Report: Head Librarian Christal Valentin presented her monthly information regarding happenings at the Library.

10. Committee Reports:

- Library Materials Report – The committee met and submitted their lists.
- Finance and Records Report – The committee met and discussed CD Maturities, downstairs renovation, and the upcoming minimum wage increase.
- Publicity and Promotions Report: The committee did not meet and will need to meet soon.
- Policy and Personnel Report: The committee did not meet but will need to meet soon regarding training and continuing education opportunities. ● Building and Grounds Report: The committee did not meet.

11. Unfinished Business: Discussion was held on the presentation to be made at the 10/10/23 City Council Meeting at 7pm.

12. New Business: Discussion was held regarding committee assignments and assigning new Trustees to committees. Vohlken will look at the committees and send out committee assignments. Franks commended Keillor on the library escape rooms.

13. Adjourn: Lorna Gaffney motioned to adjourn. Kayla Curry seconded the motion. Approved 8-0. The meeting adjourned at 5:02 pm.