

Greenville Public Library Trustees Meeting
The Bradford Room
Greenville, Illinois 62246
Or, via conference call
1-978-990-5084, password 8638025
September 16, 2021
4:00 p.m.
Minutes

1. Call to Order: President Dale Martin called the meeting to order at 4:03 pm.
2. Roll Call of Members: Present: Dale Martin, Cynthia Wiegand, Judy Cox, Chance Vohlken, Kayla Curry, and Kyle Littlefield. Absent: Jane Wilhite, Cindy Catron, and Deadre Schaufelberger. Also present: Director Jo Keillor and Head Librarian Christal Valentin. No one present via phone.
3. Public Comments: There were no public comments.
4. Approval of Minutes:
 - a. Approval of August 12, 2021 Board Meeting Minutes: Cynthia Wiegand motioned to approve the August 12, 2021 Board meeting minutes. Kyle Littlefield seconded the motion. Approved 5-0.
 - b. Approval of August 16, 2021 Policy and Personnel Committee Meeting Minutes: Judy Cox motioned to approve the August 16, 2021 Policy and Personnel Committee meeting minutes. Chance Vohlken seconded the motion. Approved: 5-0.
 - c. Approval of August 23, 2021 Policy and Personnel Committee Meeting Minutes: Chance Vohlken motioned to approve the August 23, 2021 Policy and Personnel Committee meeting minutes. Kyle Littlefield seconded the motion. Approved 5-0.
 - d. Approval of August 26, 2021 Special Board Meeting Minutes: Kyle Littlefield motioned to approve the August 26, 2021 Special Board meeting minutes. Kayla Curry seconded the motion. Approved 5-0.
5. Approval of August 2021 Bills as Presented: Jo Keillor gave a brief explanation of the bills as presented. Kyle Littlefield motioned to approve the August 2021 bills. Chance Vohlken seconded the motion. Approved 5-0.
6. Finance Report: Jo Keillor reported that a CD that matured on September 2 was reinvested. That will show on the September report. Two CDs will mature in December.
 - a. Cash/Investments Report
 - b. Endowment Report

6. Director's Report

A. Library Long Term Goals/Projects/Discussion: Jo Keillor reported that funding for approved grants should be announced October 1, 2021. She reported that we received a check for the FY 21 Per Capita grant in September. Jo Keillor is working with the KPD and the KRP to present another Storywalk during the week of October 18-25. She reported that Toddler/Preschool story time is off to a slow start, but she hopes it will pick up soon. Jo Keillor announced that the third annual library crawl will be September 27-October 17. She encouraged board members to participate. She thanked Christal Valentin for coming up with the idea to give out small Hershey bars wrapped in a paper sleeve that says, "We apHERSHEYate you visiting us!" to give to visitors. Greenville patrons who visit at least five participating libraries can bring their Library Crawl passports back to our Library and choose one book from our stash.

B. Per Capita Grant Requirements FY22: Jo Keillor reported that the Per Capita FY 22 requires Board members to read "Serving Our Public 4.0: Standards for Illinois Public Libraries" and review the check list at the end of each chapter. The due date for the Per Capita Grant is January 15, 2022. In order to complete the requirement, Board members will need to read and review four chapters for each of the October, November, December, and January meetings.

- Trustees will read "Serving Our Public 4.0: Standards for Illinois Public Libraries." Review the check list at the end of each chapter, and report on your findings.

7. Head Librarian's Report: Christal Valentin reviewed her monthly report. She explained that August programs were open to both adults and children. She reviewed the Cloud Library statistics and explained the PPU program. Christal Valentin reported that our shelves are becoming crowded again and will need to be heavily weeded soon.

8. Committee Reports

- A. Library Materials Report: The committee sent in their book selections.
- B. Finance Report: The committee did not meet, but plans to meet in October.
- D. Publicity Report: Committee chair Judy Cox reported that a Friends of the Library is being discussed. She asked for suggestions of names for a steering committee – a temporary position.
- E. Personnel and Policy Report: The committee met twice in August. Dale Martin gave a slide show of the updates/changes being proposed to the Policy Manual.
- F. Building and Grounds Report: The committee did not meet. Jo Keillor reported that she caught a skink in the library. She released it outside.

9. Unfinished Business: Kyle Littlefield distributed copies of the pros and cons of the three building options. Contact him with any additions to the pros/cons lists. Before anything is presented to the City, the Board will need to come to a consensus about the direction it will recommend. Kyle Littlefield suggested that a Power Point of pictures and videos of the issues in the Library be created to demonstrate the reason the Library is discussing the options. Dale Martin volunteered to photograph the issues.

10. New Business: There was no new business.

Next Board Meeting —**Thursday, October 14, 2021, 4:00 p.m.**

11. Adjourn: Chance Vohlken motioned to adjourn. Kyle Littlefield seconded the motion. Approved 5-0. The meeting adjourned at 5:46 pm.