

Chillicothe Public Library District  
Board of Trustee Meeting  
October 28, 2019 at 5:30 p.m.  
430 Bradley Ave., Chillicothe, IL 61523

1. Call to order – The meeting was called to order at 5:30 p.m. by President Sue Mowbray.
  - a. Present – Patty Audo, Jane Harrison, Debbie Hill, Shayne Jezek, Sue Mowbray, Judi Thornton, and Mary Aylmer.
  - b. Absent – Carmen Jenkins
2. Public Comment – There were no citizens that sought to be recognized.
3. Staff Comments – Seth Mungons, IT Networking Specialist, shared his responsibilities that he has for the library.
4. Approval of Minutes – September 2019 minutes were submitted for approval by Mary Aylmer. Motion was made by Patty Audo and seconded by Jane Harrison to accept the minutes of the September meeting. All voted in favor.
5. Treasurer’s Report – Motion was made by Judi Thornton and seconded by to accept Shayne Jezek the treasure’s report. All voted in favor.
6. Director’s Report – Director Aylmer submitted her report.
7. Unfinished business-
  - a. Policy review
    - Application & Appointment (Attachment A)
    - Disciplinary & Grievance (Attachment B)
    - Bylaws (Attachment C)
    - Patron Borrowing (Attachment D)
    - Interlibrary Loan (Attachment E)
    - Professional Growth (Attachment F)

Board members provided change and a motion was made by Jane Harrison and seconded by Judi Thornton to approve policy review and changes as red lined and discussed. All voted in favor.
8. New Business-
  - a. Copier – Motion was made by Judi Thornton and seconded by Shayne Jezek for Mary to move forward with the purchase of a new copier through Rkdixon company. All voted in favor.

9. Executive Session – Director’s review – A motion was made by Patty Audo and seconded by Shayne Jezek at 6:30 p.m. to go into executive session for director’s review. However, no discussion took place due to difficulty with the machine to record the session. A motion was made by Jane Harrison and seconded by Shayne Jezek at 6:45 p.m. to go out of executive session. The board will meet on Tuesday, November 5, 2019 in executive session to discuss the director’s review.
  
10. Board Comments- Judi Thornton shared some concerns she had with the walking path and the clover in the yard. Debbie Hill shared that she will be gone the month of January and February due to her son’s deployment and will not be able to attend the board meetings.
  
11. Announcements-
  - a. Gail Hintze’s Open House, November 25<sup>th</sup> from 5 – 7 p.m.
  - b. November board meeting will be changed to Monday, November 18, 2019 at 5:30 p.m.
  
12. Adjournment- A motion to adjourn was made by Jane Harrison and seconded by Shayne Jezek. All voted in favor. Meeting adjourned at p.m.7 p.m.