

Chillicothe Public Library District

Board Meeting Minutes

August 26, 2019

430 N. Bradley Ave., Chillicothe, IL 61523

1. Call to Order: The meeting was called to order at 5:37 p.m. by President Sue Mowbray.
 - a. Present – Patty Audo, Jane Harrison, Debbie Hill, Carmen Jenkins, Shayne Jezek, Sue Mowbray, Judi Thornton, and Mary Aylmer.

2. Public Comment: There were no citizens that sought to be recognized.

3. Staff Comments: Megan Greenhalgh, Technical Services & Resource Sharing Library employee shared with the board what her responsibilities were in supporting the library

4. Approval of Minutes; July 2019 minutes were submitted for approval by Mary Aylmer. Motion was made by Shayne Jezek and seconded by Judi Thornton to accept the minutes of the July meeting. All voted in favor.

5. Treasurer's Report: Motion was made by Debbie Hill and seconded by Jane Harrison to accept the treasurer's report. All voted in favor.

6. Director's Report: Director Aylmer submitted her report. The watering system has been turned off. After a discussion, it was decided that the water should be turned back on to see if there is a leakage in the basement.

7. Unfinished business:
 - a. Solar Proposal – Shannon Fulton from Straight Up Solar shared a power point presentation with the board.

 - b. Policy Review –

Salary Review – Attachment A – The board approved a minimum starting rate and recommended approving new salary Maximum in March or April. Mary will change wording on current policy to “Minimum” rather than “Starting”.

Equipment and Internet Usage – Attachment B

Motion made by Jane Harrison and seconded by Shayne Jezek to accept the equipment and computer use policy as presented. All voted in favor.

Patron Borrowing Policy – Attachment C

Motion was made by Judi Thornton and seconded by Carmen Jenkins to accept the patron borrowing policy. All voted in favor.

8. New Business

a. Ordinance 20-21 Annual Budget & Appropriation – Attachment C

Motion was made by Judi Thornton and seconded by Shayne Jezek to accept the Ordinance 20-21 Annual Budget & Appropriation. All voted in favor.

9. Board Comments: Judi Thornton asked about brochures and interior signs.

Aylmer stated that Owens is working on some new designs. Patty Audo suggested scanning the designs and sending to the board members.

Plans are being made to start a parent group for children with autism.

10. Adjournment: A motion to adjourn was made by Patty Audo and seconded by Carmen Jenkins. All voted in favor. Meeting adjourned at 7:33 p.m.