

**Chillicothe Public Library District  
Board of Trustee Meeting  
September 23, 2019  
430 Bradley Ave., Chillicothe, IL 62513**

1. Call to Order: The meeting was called to order at 5:30 p.m. by Treasurer, Carmen Jenkins
  - a. Present: Patty Audo, Jane Harrison, Debbie Hill, Carmen Jenkins, Shayne Jezek, Judi Thornton, and Mary Aylmer.
  - b. Absent: Sue Mowbray
2. Public Comment: There were no citizens that sought to be recognized.
3. Staff Comments: Kevin Mosser, Circulation Assistant, shared his role in the library.
4. Approval of Minutes: August 2019 minutes were submitted by Mary Aylmer. Motion was made by Patty Audo and seconded by Shayne Jezek to accept the minutes of the August meeting. All voted in favor.
5. Treasurer's Report: Motion was made by Debbie Hill and seconded by Judi Thornton to accept the treasurer's report. All voted in favor.
6. Director's Report: Director Aylmer submitted her report. Motion was made by Debbie Hill and seconded by Shayne Jezek to accept the Director's report. All voted in favor. A power point presentation on "Understanding Public Library Funding" was given by Director Aylmer.
7. Unfinished Business:
  - a. Solar PPA: Motion was made by Judi Thornton and seconded by Shayne Jezek to accept the proposal presented by Straight Up Solar contingent upon approval of the attorney. All voted in favor.
  - b. YAR floor replacement: Motion was made by Judi Thornton and seconded by Patty Audo to accept the new quote from S. F. Paul's and to not exceed the \$12,335.00 quote to the YAR room. All voted in favor.
  - c. Policy review:
    - Application & Appointment – Attachment A – Discussion and vote next month
    - Discipline & Grievance – Attachment B – Discussion and vote next month

- Work Schedule – Attachment C - Motion was made by Judi Thornton and seconded by Patty Audo to accept the work schedule. All voted in favor.
  
- Draft – NSF/Collection Agency – Attachment D – Motion was made by Jane Harrison and seconded by Shayne Jezek to accept the returned check policy. All voted in favor.
  
- Draft – Inclusivity Action Plan – Attachment E – Motion was made by Patty Audo and seconded by Debbie Hill to accept the Inclusivity Action Plan. All voted in favor.

8. New Business:

- a. Ordinance #2020-02 Tax Levy Ordinance – Attachment F – Motion was made by Patty Audo and seconded by Judi Thornton to accept the Ordinance #2020-02 Tax Levy Ordinance. All voted in favor.

9. Board Comments

A thank you from Bright Futures for their support in having story time for children birth to 3 years of age was shared.

The Solar Energy Fair is Saturday, September 21<sup>st</sup>, 10:00 – 4:00 at the library.

10. Adjournment: A motion to adjourn was made by Shayne Jezek and seconded by Judi Thornton. All voted in favor. Meeting adjourned at 7:00 p.m.