

Chillicothe Public Library District
430 N. Bradley Ave., Chillicothe, IL 61523
Board of Trustee Meeting
In House or Virtual
Monday, July 27, 2020

1. Call to Order- The meeting was called to order at 5:34 p.m. by President Sue Mowbray.
 - a. Present- Patty Audo, Carmen Jenkins, Jane Harrison, Debbie Hill, Shayne Jezek, Sue Mowbray, Judi Thornton (virtual) and Library Director Mary Aylmer
 - b. Absent - None
2. Public Comments- There were no public comments.
3. Approval of Minutes- A motion was made by Jane Harrison and seconded by Patty Audo to accept the minutes of the June 22, 2020 meeting with a correction. The minutes will read, "Mary will schedule a board meeting should we need to go into Phase 3 or move back to Phase 2." All voted in favor.
4. Treasurer's Report – A motion was made by Shayne Jezek and seconded by Patty Audo to accept the treasurer's report. All voted in favor.
5. Director's Report- Director Mary Aylmer submitted her report for July. Circulation shows a 26% decline due to the pandemic. 13 Broadband submitted a proposal for service to the library that will more than double the internet upload and download speeds, plus supply telephone/fax lines for less than what we currently pay Mediacom. A negotiation to have 13 Broadband buyout the Mediacom contract (\$1,800) as part of the agreement was made. A section of the gutter will be replaced on the patio.
6. Unfinished Business-
 - a. Emergency Response Policy Review – Attachment A – No action at this time.
 - b. Reopening Plan – Mary would like to propose to move to Phase 3 by August 3rd. A motion was made by Shayne Jezek and seconded by Patty Audo for the library to move to *Phase 3 Reopening Plan on August 3rd*. All voted in favor.
7. New Business –
 - a. Draft Budget & Appropriations Ord #2021-5 – Attachment C – Discussion with the Board – Vote to be taken at the August 2020 meeting.

- b. Closed Meeting Review & Audit Checklist – Attachment D – discussion with the Board
 - c. COVID-19 Testing Protocol – Attachment E – discussion with the Board
 - d. Staff protocol for reopening – Attachment F – discussion with the Board
 - e. Director's Compensation Survey – Attachment G – discussion with the Board
8. Closed Session – In accordance with the Illinois Open Meetings Act, the Board of Trustees will adjourn to Closed Session pursuant to 5ILCS 2(c) (1) to discuss personnel. A motion was made by Patty Audo and seconded by Shayne Jezek at 6:46 p.m. to go into executive session. All voted in favor.
9. Open Session – The board meeting convened at 7:25 p.m. after a Closed Session.
- Please note that Judi Thornton did not remain on online for the remainder of the meeting.
10. Board Comments – Sue Mowbray will be giving up the President position at the August board meeting. She will stay on as a trustee. Election for the president position will be added to the August agenda.
11. Announcements – A thank you note was sent from Makenna Batson.
12. Adjournment – A motion was made by Carmen Jenkins to adjourn at 7:35 p.m. and seconded by Jane Harrison. All voted in favor.