

Chillicothe Public Library District  
430 N. Bradley Ave., Chillicothe IL 61523  
March 30, 2020 Virtual Board Meeting

Minutes

1. Call to Order: The virtual meeting was called to order at 5:31 P.M. by President Sue Mowbray. The following members were present:
  - a. Patty Audo, Jane Harrison, Shayne Jezek, Sue Mowbray, Judi Thornton, Carmen Jenkins, Debbie Hill, and Library Director, Mary Aylmer.
  - b. Absent: no one.
2. Public Comment: There were no public comments at this time.
3. Approval of Minutes: After discussion, Sue Mowbray made a motion to include the additional comments from last week's meeting that she sent via email to everyone. Patty Audo made a motion to exclude the additional comments, and Judi seconded. Debbie Hill abstained from the vote; Sue Mowbray and Jane Harrison opposed; the remaining members voted in favor; therefore, the motion passed.
4. Director's Report: The Director submitted her report which included a timeline between the Director and Board of Trustees beginning March 12, 2020, and concluding March 20, 2020. Further, Sue Mowbray requested that the comments she sent via email to the Board be included in the Director's Report. These were added instead as a President's Report.
5. Unfinished Business:
  - a. Pandemic Procedure and Emergency Memorandum was presented with suggested changes. Patty Audo moved to accept; Judi Thornton seconded. All voted in favor.
  - b. 822 Second Street Lease Renewal (2020-2023): after discussion, Patty Audo made the motion to extend the lease at this time (with lawyer's approval); Debbie Hill seconded. All voted in favor.
6. New Business: There was discussion regarding the Library remaining closed during this time. Patty Audo made the motion to stay closed following the Governor's recommendations keeping in mind the fluidity and ever-present changes regarding the current situation with Covid-19. Jane Harrison seconded, and all voted in favor.
8. Board Comments: Due to the Covid-19 situation at hand, it was determined that a special meeting could be called by the Director or Board Trustee. This should be requested by sending an email to Mary, and she in turn would email the Board to see if we would have a quorum for a meeting.
9. Announcements: There were no new announcements at this time.
10. Adjournment: A motion to adjourn was made by Jane Harrison and seconded by Shayne Jezek. The meeting was adjourned at 6:13 P.M. All voted in favor.