

Chillicothe Public Library District  
430 Bradley St., Chillicothe, IL 61523  
Hybrid Board of Trustee Meeting  
September 28, 2020

1. Call to Order – The meeting was called to order at 5:32 p.m. by President Carmen Jenkins.
  - a. Present – Patty Audo, Cindy Bornsheuer, Carmen Jenkins, Jane Harrison, Debbie Hill, Shayne Jezek, Sue Mowbray and Library Director Mary Aylmer
  - b. Absent – None
  - c. Cindy Bornsheuer was sworn in as a trustee to the library board.
2. Public Comments – There were no public comments.
3. Approval of Minutes – A motion was made by Sue Mowbray and seconded by Jane Harrison to accept the minutes of the August 23, 2020 minutes. All voted in favor.
4. Treasurer’s Report – A motion was made by Shayne Jezek and seconded by Cindy Bornsheuer to accept the treasurer’s report. All voted in favor.
5. Director’s Report –  
Guttering work has been completed. We are waiting to hear from the grant *Trees Forever*. Library windows have been cleaned. The library remains in Phase 3. The Library will be closed October 23<sup>rd</sup> for staff CPR and Sexual Harassment trainings. There are no programs being offered inside the library as of now. The Library has switched to Broadband. Services should reach the High School parking lot so that students can log in to WiFi. Update on Solar, as of now, we are still holding in place. We are waiting for the market to rebound.
6. Unfinished Business –
  - a. Review of Executive Session Meeting Minutes -  
A motion was made by Sue Mowbray and seconded by Patty Audo to keep Executive Session minutes closed and review in six months. All voted in favor.
  - b. Landscaping – The library is waiting to hear from *Trees Forever* grant. Mary shared Tim Peter’s landscaping design for the library with the board.

7. New Business –

a. Approval of B&A Tax Levy Ordinance # 2021-06 – A motion was made by Patty Audo and seconded by Shayne Jezek to approve the B&A Tax Levy Ordinance #2021-06. All voted in favor.

b. Public Act 101-642 Election Day State Holiday - November 3<sup>rd</sup> has been declared a state holiday this year only. Library services will not be open on that day. The library conference room will be open for voting only.

8. Executive Session – Director’s Annual Performance Review – *discussion during this portion may be held in closed session pursuant to 5ILCS 120/2@1*

A motion was made by Patty Audo at 6:16 p.m. and seconded by Sue Mowbray to go into executive session. All voted in favor.

Open Session – The board meeting convened at 6:21 p.m. after a closed session.

9. Board Comments – Carmen suggested that name tags be made with the new logo for all library board trustees. Jane Harrison, Shayne Jezek, Sue Mowbray, and Cindy Bornsheuer must pick up packets for signatures to run for the library board in 2021.

Review Performance Appraisal from last year was given to board members. Members are asked to do ratings and make notes for the October board meeting. The director’s evaluation will be discussed at the November board meeting. The library is encouraged to use the new city electronic sign to promote library events. Mary will contact Chillicothe Snack Pack about putting monthly calendars into the packs.

10. Announcements –

a. Thank you from Judi Thornton

11. Adjournment – A motion was made by Cindy Bornsheuer and seconded by Jane Harrison to adjourn at 6:30 p.m. All voted in favor.