

Chillicothe Public Library District
430 N. Bradley Ave., Chillicothe IL 61523
Hybrid Board of Trustees Meeting
February 22, 2021

1. Call to Order: The meeting was called to order at 5:32 P.M. by President Carmen Jenkins.
 - A. In person: Jane Harrison, Shayne Jezek, Sue Mowbray, Patty Audo, Carmen Jenkins, Cindy Bornsheuer, and Library Director, Mary Aylmer.
 - B. Virtual:
 - C. Absent: Debbie Hill

2. Presentation by Jeff Bergfeld-Landscape Design: Jeff presented a PowerPoint displaying the possibilities of creating pollinator gardens by incorporating more diverse flowers, trees, grasses, and shrubs. He, further, provided handouts with the exact planting schemes in mind. This will be reviewed and discussed at a later date.

3. Public Comment: There were no public comments at this time.

4. Approval of Minutes: A motion was made by Sue Mowbray and seconded by Jane Harrison to approve the minutes of the 12/1/2020 Special meeting. All voted in favor. A motion was made by Sue Mowbray to approve the minutes of last month's meeting and seconded by Patty Audo; all voted in favor.

5. Treasurer's Report: Mary brought to the Board's attention the potential to reduce the library's net pension obligation by making an additional payment from the IMRF fund account which has an unusually high balance and will have more information for us to discuss at the March meeting. A motion was made by Jane Harrison and seconded by Shayne Jezek to accept this report. All voted in favor.

6. Director's Report: The Director submitted her report and reviewed the Accounting Service bids submitted. A motion was made by Cindy Bornsheuer and seconded by Sue Mowbray to add this item to next month's agenda. All voted in favor.

7. Unfinished Business:
 - A. Fine Free: A motion was made by Shayne Jezek and seconded by Patty Audo to accept. All voted in favor.

 - B. Records Retention Policy: A motion was made by Sue Mowbray and seconded by Cindy Bornsheuer to accept. All voted in favor.

 - C. CPLD Succession Plan: A motion was made by Cindy Bornsheuer and seconded by Patti Audo to accept. All voted in favor.

 - D. CPLD Employee Handbook: The Board will continue to review this Handbook and will revisit this at next month's meeting for approval.

8. New Business:

A. Current Patron Borrowing Policy: This policy was edited to reflect CPLD now becoming Fine Free. Sue Mowbray made the motion to accept, and Shayne Jezek seconded; all voted in favor.

B. Per Capita Checklist: The Board needs to continue to review and send any comments concerning this document to Mary before next month's meeting. This item will be moved to next month's meeting for a second reading and approval.

9. Board Comments: Sue Mowbray reported that she will not be in attendance at next month's meeting.

10. Announcements: There were no new announcements at the present time.

11. Adjournment: A motion to adjourn was made by Patty Audo and seconded by Sue Mowbray. All voted in favor. The meeting was adjourned at 6:30 P.M.

Respectfully submitted,

Shayne Jezek