



**Chillicothe Public Library District  
Regular Board of Trustees Meeting  
March 27, 2023 @ 5:30 pm**

1. **Call to Order** the meeting was called to order at 5:30 p.m. by Board President Carmen Jenkins.
  - a. **Present** – Carmen Jenkins, Deb Cody, Shayne Jezek, Colleen DeFord, Tom Razo, Cindy Bornsheurer and Library Director, Mary Aylmer.
  - b. **Absent** – Kevin Gorman
2. **Approval of Minutes**
  - a. **February 27, 2023 meeting** - A motion was made by Tom Razo and seconded by Shayne Jezek to approve. All voted in favor.
  - b. **March 16, 2023 Special meeting** - A motion was made by Cindy Bornsheurer and seconded by Shayne Jezek to approve. All voted in favor.
3. **Approval of Bills** - Approval of presented bills for payment. A motion was made by Debbie Cody and seconded by Tom Razo to approve. A Roll Call Vote (done), with all trustees (Shayne Jezek, Colleen DeFord, Cindy Bornsheurer, Debbie Cody and Carmen Jenkins), voting in favor. The motion passed.
4. **Treasurer's Report** – Tom Razo presented new format for the treasures report. Mary will check with Dwight about the difference between monthly report and the annual budget. Report to be put on file for audit.
5. **Directors Report** – Report was reviewed and put on file. It was decided that Treating of the Trees at CPLD will be discussed at the April meeting.
6. **Unfinished Business** –
  - a. **Public Comment Policy** – A motion was made by Tom Razo and seconded by Shayne Jezek to approve. All voted in favor, the motion passed.
  - b. **Policy Review** -
    - **FOIA** – A motion was made by Cindy Bornsheurer and seconded by Tom Razo to approve. All voted in favor, the motion passed.
    - **Inclement Weather** – Discussion about the policy lead to moving it to the April meeting for approval and voting with changes to be made.
    - **Inclusivity Action Plan** – Discussion about the policy lead to moving it to the April meeting for approval and voting with changes to be made.
    - **Reference Services** – A motion was made by Shayne Jezek and seconded by Cindy Bornsheurer to approve. All voted in favor, the motion passed.
    - **Safe Child** – A motion was made by Tom Razo and seconded by Shayne Jezek to approve. All voted in favor, the motion passed.
7. **New Business** –
  - a. **Decennial Committee on Local Government Efficiency** – It was decided to begin these committee meetings at the May 22, 2023 meeting starting at 5:00, before the regular meeting time. Mary will ask Stacey Long and Cortney Millar to volunteer to be the community representatives.
  - b. **Performance Review Format** – Will review at the April meeting along with progress of goals for the director from the 2022 review.
8. **Trustee Training** - For future training Mary and Cindy will look at short training videos that may be helpful to the trustees.
9. **Announcements** – There were no announcements.
10. **Adjournment** – A motion was made by Tom Razo and seconded by Shayne Jezek at 7:02 p.m. to adjourn. All voted in favor, the motion passed.

Respectfully submitted by Debbie Cody