

**Chillicothe Public Library District  
Regular Board of Trustees Meeting  
April 24, 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, Kevin Gorman and Library Director, Mary Aylmer
2. **Approval of Minutes**
  1. **March 27, 2023 meeting** - A motion was made by Tom Razo and seconded by Shayne Jezek to approve with correction to the *Safe Child Policy* review approval. All voted in favor
  2. **Approval of Bills** - Approval of presented bills for payment. A motion was made by Debbie Cody and seconded by Shayne Jezek to approve. A Roll Call Vote (done), with all trustees (Shayne Jezek, Colleen DeFord, Cindy Bornsheurer, Debbie Cody, Kevin Gorman and Carmen Jenkins), voting in approval. The motion passed
  3. **Treasurer's Report** – Report will be placed on file for audit
  4. **Directors Report** – Report was reviewed and will placed on file for March
5. **Unfinished Business** –
  - a. **Policy Review** -
    - **Application and Appointment** – A motion was made by Shayne Jezek and seconded by Cindy Bornsheurer to approve. All voted in favor, the motion passed
    - **Drug Free Workplace** – A motion was made by Tom Razo and seconded by Kevin Gorman to approve. All voted in favor, the motion passed
    - **Inclement Weather** – A motion was made by Cindy Bornsheurer and seconded by Tom Razo to approve with change to the fifth paragraph, second sentence to read, 'The procedures of the Chillicothe Public Library *Child Safety Policy* will be followed.' All voted in favor, the motion passed
    - **Inclusivity Action Plan** – A motion was made by Cindy Bornsheurer and seconded by Shayne Jezek to approve. All voted in favor, the motion passed
    - **Interlibrary Loan** – A motion was made by Tom Razo and seconded by Kevin Gorman to approve. All voted in favor, the motion passed
    - **Non-Sufficient Funds** – A motion was made by Debbie Cody and seconded by Colleen DeFord to approve. All voted in favor, the motion passed
    - **Work Schedule** – A motion was made by Kevin Gorman and seconded by Cindy Bornsheurer to approve. All voted in favor, the motion passed
    - **Decennial Committee** - Committee will have first meeting at 5:00pm, before May's scheduled meeting
  - b. **Final Draft of Director's Review** - A motion was made by Shayne Jezek and seconded by Tom Razo to approve. All voted in favor, the motion passed
6. **New Business** –
  - a. **Closed Session Meeting Minutes Review** – A motion was made by Tom Razo and seconded by Shayne Jezek to approve keeping all sessions closed with the exception of the February 20, 2022 meeting regarding discussion of vendor, Dwight Johnson bookkeeping at 3% service increase. All voted in favor, the motion passed
  - b. **Destruction of Verbatim Recordings**: It was decided to have recordings that exist prior to October 2021 destroyed by the CPLD Board of Directors. A motion was made by Shayne Jezek and seconded by Tom Razo to approve. All voted in favor, the motion passed
7. **Trustee Training** - Discussed training site, ILA webpage as well as issue of banning of books.
8. **Announcements** – No announcements
9. **Adjournment** – A motion was made by Shayne Jezek and seconded by Tom Razo at 7:06 p.m. to adjourn. All voted in favor, the motion passed.