



**Chillicothe Public Library District
Special Board of Trustees Meeting
Monday, September 4, 2024 @ 5:39 pm**

1. **Call to Order** the meeting was called to order at 5:30 p.m. by Board President Shayne Jezek
 - a. **Present** – Carmen Jenkins, Deb Cody, Robert Alvarado, Stacey Long, Sharon Hollandsworth, Shayne Jezek and Library Director, Mary Aylmer

2. **Unfinished Business** –
 - a. **Director job description** – After deliberating over the draft that Mary compiled from using AI programs, the Board voted to approve the job application for a new director. A motion was made by Stacey Long and seconded by Carmen Jenkins to approve, all voted to accept
 - b. **Director’s opening advertisement** – It was decided after discussion to include a background and credit check for applicants. A motion was made by Robert Alvarado and seconded by Sharon Hollandsworth to approve, all voted to approve with the exception of trustee Carmen Jenkins who abstained

3. **Announcements** – N/A

4. **Adjournment** – A motion was made by Carmen Jenkins and seconded by Sharon Hollandsworth. All voted in favor. The meeting adjourned at 7:13 p.m. to adjourn. All voted in favor, the motion passed

Respectfully submitted by Debbie Cody