



**Chillicothe Public Library District
Board of Trustees Meeting**

Monday, April 28, 2025 @ 5:30 pm

1. **Call to Order** - the meeting was called to order at 5:30 p.m. by Board President Debbie Cody
 - a. **Present** – Stacey Long, Sharon Hollandsworth, Carmen Jenkins, Tom Razo, Shayne Jezek, Deb Cody, CPLD Library Director Alyce Jackson
 - b. **Absent** – Robert Alvarado
2. **Public Comments** – N/A
3. **Approval of Minutes** – A motion was made by Shayne Jezek and seconded by Debbie Cody to approve. All voted in favor.
4. **Approval of presented bills** -
 - a. **March 26, 2025 thru April 24, 2025, bills** - A motion was made by Stacey Long and seconded by Shayne Jezek to approve with the following changes (month Jul 24 – Jan 25 to March 25 and to check with auditor to remove line 310). A Roll Call Vote was done with all trustees (Stacey Long, Carmen Jenkins, Sharon Hollandsworth, Tom Razo, Shayne Jezek and Debbie Cody), voting to approve. All voted in favor.
5. **Treasurer's Report** – To be placed on file.
6. **Directors Report** – To be placed on file.
7. **Unfinished Business** –
 - a. Investment Policy - discussion
 - b. Study Room Policy (A.6) – action
 - a. A motion was made by Shayne Jezek and seconded by Tom Razo to approve. All voted in favor. Motion passed
 - c. Travel Policy and Expense Form (C.14) – action
 - a. A motion was made by Tom Razo and seconded by Shayne Jezek to approve. All Voted in favor. Motion passed.
 - d. Remote Meeting Attendance Policy (A.16) – action
 - a. A motion was made by Sharon Hollandsworth and seconded by Stacey Long to approve. All voted in favor. Motion passed.
8. **New Business – Review Policies** – Discussions
 - a. Appointment of Board of Trustee Pamela Prunch – action
 - a. A motion was made by Tom Razo and seconded by Stacey Long to approve. All voted in favor. Motion passed.
 - b. Trustee Bylaws – action
 - a. A motion was made by Shayne Jezek and seconded by Tom Razo to approve. All voted in favor. Motion passed.

- c. Board Meeting Dates – action
 - a. A motion was made by Stacey Long and seconded by Tom Razo to approve. All voted in favor. Motion passed.
 - d. Director’s Probation Review – discussion during this portion of the meeting may be held in closed session pursuant to 5 ILCS 120/2 © (1)
 - a. A motion was made by Carmen Jenkins and seconded by Shayne Jezek to go into closed session. All voted in favor. Motion passed.
 - b. A motion was made by Stacey Long and seconded by Tom Razo to go into open session at 6:30. All voted in favor. Motion passed.
9. **Trustee Training** – Reviewing Serving Our Public 4.0, Chapters 7-9
- a. Completed by trustees
10. **Public Comments** – N/A
11. **Announcements** –
12. **Adjournment** – A motion was made by Carmen Jenkins and seconded by Tom Razo to adjourn at 6:50 p.m. All voted in favor.

Respectfully submitted by Carmen Jenkins