



**Chillicothe Public Library District
Regular Board of Trustees Meeting
Monday, July 28, 2025 @5:30pm**

1. **Call to Order** the meeting was called to order at 5:30 p.m. by Board President Debbie Cody
 - a. **Present** – Deb Cody, Homer Williams, Jen Jeakins, Pam Prunch, Sharon Hollandsworth, Tom Razo, Stacey Long and Library Director, Alyce Jackson
2. **Approval of Minutes** - A motion was made by Sharon Hollandsworth and seconded by Pam Prunch. It voted in favor to approve.
3. **Approval of Bills** - A motion was made by Stacey Long and seconded by Tom Razo. All voted in favor to approve. A Roll Call was done with all trustees (Deb Cody, Homer Williams, Jen Jeakins, Pam Prunch, Sharon Hollandsworth, Tom Razo and Stacey Long).
4. **Treasurer's Report** - To be placed on file.
5. **Director's Report** - To be placed on file.
6. **Unfinished Business** -
 - a. Bylaws: Order of Business - action. A motion was made by Sharon Hollandsworth and seconded by Tom Razo. All voted in favor to approve.
7. **New Business** -
 - a. Records Retention Policy - action. A motion was made by Stacey Long and seconded by Tom Razo. All voted in favor to approve.
8. **Trustee Training** -
 - a. Available online
9. **Public Comments** – N/A
10. **Announcements** -
 - a. FOIA training
 - b. Sexual Harassment training
11. **Adjournment** - A motion was made by Homer Williams and seconded by Jen Jeakins. All voted in favor to approve.

Respectfully submitted by Jen Jeakins