

**Chillicothe Public Library District  
Special Board of Trustees Meeting  
Wednesday, February 23, 2026 @5:30pm**

1. **Call to Order** The meeting was called to order at 5:39 P.M. by President, Deb Cody.
  - a. **Present** – Deb Cody, Tom Razo, Stacey Long, Sharon Hollandsworth, Homer Williams and Director Alyce Jackson
  - b. **Absent** – Pam Prunch and Jen Jeakins
2. **Public Comments** -N/A
3. **Approval of January Minutes** - A motion was made by Sharon Hollandsworth to approve, and a second from Stacey Long; all voted in favor, and the motion carried.
4. **Approval of presented bills** - A motion was made by Sharon and seconded by Homer Williams to approve. A Roll Call Vote was done, with all trustees (Tom Razo, Stacey Long, Sharon Hollandsworth, Homer Williams and Debbie Cody), voting to approve. The motion passed.
5. **Treasures Report** - Put on file
6. **Director's Report** - Put on file
7. **Unfinished Business** –
  - a. **Social Media Policy** – A motion was made by Sharon Hollandsworth, Stacey Long seconded to approve; all voted in favor, and the motion carried.
  - b. **Photography and Video Policy** – A motion was made by Homer Williams, Stacey Long seconded; all voted in favor, and the motion carried.
  - c. **Photo Release Form** – A motion was made by Tom Razo to approve, Sharon Hollandsworth seconded; all voted in favor, and the motion carried.
  - d. **Professional Growth & Development: Reimbursement for College Classes Policy** – A motion was made by Tom Razo to approve, Homer Williams seconded; all voted in favor, and the motion carried.
8. **Unfinished Business** –
  - a. **Exhibit & Display Policy** – A discussion and review of policy. Voting at March meeting.
9. **Exhibit & Display Request Form** – A discussion and review of policy. Voting at March meeting.
10. **Trustee Training**
  - a. **Open Meetings Act** – All officers need to complete certification.
  - b. **Sexual Harassment Training** – All board members need to complete for certification
  - c. **Illinois Public Library Standards - covered chapters:**
    - Access
    - Advocacy & Community Engagement
    - Building & Grounds
  - d. **Professional Growth & Development: Reimbursement for College Classes Policy** – A motion was made by Tom Razo to approve, Homer Williams seconded; all voted in favor, and the motion carried.
11. **Announcements** – N/A
12. **Adjournment** – Tom Razo made a motion, Stacey Long seconded to adjourn the meeting at 6:17 P.M.; All voted in favor, and the meeting was adjourned.

Respectfully submitted by Debbie Cody