

All meetings of the Chillicothe Park Board of Trustees shall be open to the public, except for meetings or portions thereof which may be closed to the public pursuant to section 2 of the Open Meetings Act (5 ILCS 120/2). On the day of each regular meeting, the trustees of the board, the executive director, the board secretary, legal counsel, and the treasurer shall take their regular stations in the board room, and the business of the board shall be taken up for consideration in the following order:

Typical Agenda:

- I. Call to Order
- II. Welcome-Introductions
- III. Roll Call
- IV. Approval of Previous Meeting Minutes
- V. Approval of Bills
- VI. Financial Report
- VII. Old Business
- VIII. New Business
- IX. Committee Report
- X. Citizen Request to Address the Board
- XI. Executive Session to Discuss Possible Land Acquisition, Personnel and Litigation
- XII. Action Items for Items Discussed in Executive Session
- XIII. Adjournment

Each Citizen addressing the board, pursuant to section above, shall be limited to five minutes, unless authorized to speak longer by a vote of a majority of the trustees then voting. Each citizen, before addressing the board, shall be required to sign a card, to be designed by the board secretary, stating their name, address and proposed topic. Citizens addressing the council should restrict their remarks to Chillicothe Park District issues.

- Comments should be brief and to the point. Personal attacks on park board trustees and park district staff will not be tolerated, nor will language that is considered offensive, harassing, or profane.
- The Chillicothe Park District Board is prohibited from taking immediate action on non agenda related items. Any comments or concerns that cannot be addressed by park district personnel can be requested as an agenda item by a park district trustee at a later meeting.
- Meeting minutes are a summary of the Chillicothe Park District Board's discussions and actions. Speaker requests to append written statements or correspondence to the minutes will not be honored; instead, said materials will be included in the Park District's files.