

Minutes of the Meeting of the Board  
Of Trustees of the Acorn Public Library  
Library Conference Room  
January 8, 2020

1. The meeting was called to order at 7:04 p.m.

- A. Those present were James J. Richmond, President; Mary Walter, Secretary; Michelle Alfano, Kimberly Duffy, Jackie Muscarella, and Barbara Rhodes, Trustees. Also present were, Dorothy Koll, Director and Nancy Agler, Secretary to the Board
- B. Quorum determined
- C. Recognition of visitors at meeting – None
- D. Approval of Agenda and request changes to Agenda

Jackie Muscarella made a motion and Barbara Rhodes seconded to approve the agenda.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

- E. Public comments - None

2. Consent Agenda

- A. Approval of December 11, 2019, Regular Board Meeting Minutes
- B. Treasurer’s report
- C. Approval of bills
- D. General Fund Income and Disbursement report
- E. Monthly staff reports
- F. Committee reports

Mary Walter made a motion and Jackie Muscarella seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

3. New Business

- A. Discussion of participating in Oak Forest’s Annual Fleadh – Saturday, March 7, 2020

The Acorn Library will be the Grand Marshall this year. The Library will have a pickup truck available for those who are unable to walk the several blocks of the parade. The Friends of the Acorn Library will participate. Dorothy would like a sign to designate their presence.

- B. Discussion and consideration of updates to Policy 3.1, *Circulation*

Dorothy updated the Section 3: Services, which was reviewed by the Board.

**Call to Order**

**Roll Call**

**Consent Agenda**

**New Business**

**Annual Fleadh –  
March 7, 2020**

**Policy 3.1,  
Circulation**

C. Discussion and consideration of updates to Policy 3.2, *Fines and Fees*

Kimberly Duffy made a motion, seconded by Mary Walter to approve the changes to Policy 3.1 and 3.2.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

4. Old Business

A. Discussion of FY19 Illinois Per Capita Grant Requirements

Dorothy stated she has drafted responses for those sections of the FY2020 Illinois Public Library Per Capita Grant pertaining to trustees. She will continue working on the remainder of the application and complete it before the January 15, 2020, deadline.

- 5. Correspondence – 1) A holiday card was received from the staff of CNB Bank & Trust. 2) A thank you note was received from Joy Graham for the anniversary gift she received.

6. Open Forum

Michelle inquired about programs not being held recently. Dorothy explained because of the time of year, there weren't as many adult programs. They will be starting up again soon.

Dorothy stated that a new website is required. She has contacted Cyberoptic Company.

Kimberly commented as to why the Pledge of Allegiance is not recited at the Library board meetings. She researched other libraries and most all open their meetings with the Pledge of Allegiance. Dorothy will have a flag in the board room at the next meeting.

Because of some negative incidents, Dorothy stated that there are new locks on the downstairs bathroom doors.

7. Executive Session – None

8. Adjournment

Jackie Muscarella made a motion, seconded by Mary Walter to adjourn the meeting.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried.

Meeting adjourned at 7:49 p.m.

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Mary Walter, Secretary

Dated: \_\_\_\_\_, 2020

**Policy 3.2, Fines and Fees**

**Old Business**

**FY19 Illinois Per Capita Grant Requirements**

**Correspondence**

**Open Forum**

**Executive Session**

**Adjournment**