

Minutes of the Meeting of the Board  
Of Trustees of the Acorn Public Library  
Library Conference Room  
October 12, 2016

1. The meeting was called to order at 7:05 p.m.

- A. Those present were James J. Richmond, Secretary; Ann Harsy, Treasurer; Kimberly Duffy, Vicki Lamm, and Jackie Muscarella, Trustees. Also present were Zach Musil, Director and Nancy Agler, Secretary to the Board.

**Call to Order**

**Roll Call**

At the opening of meeting, Kim Duffy made a motion and Jim Richmond seconded to appoint Jackie Muscarella Acting President.

Vote:

Ayes: James J. Richmond, Ann Harsy, Kimberly Duffy, Vicki Lamm and Jacki Muscarella

Nays: None

Motion carried

- B. Quorum determined
- C. Visitors present: None
- D. Approval of and request changes to agenda

Vicki Lamm made a motion and Kim Duffy seconded to approve the agenda.

Vote:

Ayes: James J. Richmond, Ann Harsy, Kimberly Duffy, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried

- E. Public comments

**Consent Agenda**

2. Consent Agenda

- A. Approval of September 14, 2016, Public Hearing minutes
- B. Approval of September 14, 2016, Regular Board Meeting minutes
- C. Treasurer's report
- D. Approval of bills
- E. General Fund Income and Disbursement report
- F. Monthly staff reports
- G. Committee reports

Jackie Muscarella made a motion and Vicki Lamm seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: James J. Richmond, Ann Harsy, Kimberly Duffy, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried

3. New Business

**New Business**

A. Discussion of 2016 Levy Ordinance, No. 16-04 and Determination of Levy Amount  
After some discussion, it was decided to review further at the November board meeting.

**2016 Levy Ordinance No. 16-04**

B. Discussion and Consideration of Changes to Policy 5.11, Subsection 2 – Expense Reimbursement for conferences

**Policy 5.11, Subsection 2**

After a lengthy discussion, it was decided to further review at the November board meeting after Zach makes some changes.

4. Old Business

**Old Business**

A. Update on October 1, 2016, Community Awareness Fair

**Community Awareness Fair**

It went well, however, there were less vendors and attendees, possibly due to bad weather.

B. Update on Strategic Planning

**Strategic Plan**

Zach stated that on October 28 he will meet with staff that volunteered to participate. Following this, he will have staff evaluations.

5. Correspondence

**Correspondence**

Zach received two emails: Toni Brucker emailed how much she enjoys the movie and book clubs. Jennifer Griffin, teacher, stated that the Youth Services Department does such a wonderful job.

6. Open Forum

**Open Forum**

Nancy asked the board to help her with the next steps in applying for a 501(c) (3) to assist the Friends to raise more funds for the Acorn Library. She was given several good ideas.

**Executive Session**

7. Executive Session - None

8. Adjournment

**Adjournment**

Jackie Muscarella made a motion, seconded by Ann Harsy to adjourn the meeting.

Roll Call Vote:

Ayes: James J. Richmond, Ann Harsy, Kimberly Duffy, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried.

Meeting adjourned at 8:44 p.m.

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James J. Richmond, Secretary

Dated: \_\_\_\_\_, 2016