

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
March 14, 2018

1. The meeting was called to order at 7:01 p.m.

- A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Ann Harsy, Treasurer; Kim Duffy and Mary Walter, Trustees. Also present were Zach Musil, Director; Nancy Agler, Secretary to the Board.
- B. Quorum determined
- C. Recognition of visitors to meeting – Karl Schmidt (+ two sons, Brady and Ryan)
- D. Approval of Agenda and request changes to Agenda

Call to Order

Roll Call

Mary Walter made a motion and Jim Richmond seconded to approve the agenda.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kim Duffy and Mary Walter

Nays: None

Absent: Jackie Muscarella and Barbara Rhodes

Motion carried

- E. Public comments

Karl Schmidt, V.P. of H. M. Schmidt Co., Inc., wants to thank the Library for all it has done for him and his family by donating bookmarks for the Library to use at its discretion. Zach will contact him soon to discuss details.

Consent Agenda

2. Consent Agenda

- A. Approval of February 14, 2018, 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

Jim Richmond made a motion and Mary Walter seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kim Duffy and Mary Walter

Nays: None

Absent: Jackie Muscarella and Barbara Rhodes

Motion carried

3. New Business

New Business

- A. Consideration of Resolution No. 223 to adopt changes to Policy 4.6 -Emergency Closings

Resolution #223

Jim Richmond made a motion and Mary Walter seconded to approve Resolution No. 223 to adopt changes to Policy No. 4.60 – Emergency Closings.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kim Duffy and Mary Walter

Nays: None

Absent: Jackie Muscarella and Barbara Rhodes

Motion carried

B. Discussion and consideration of approving Commonwealth Edison Public Sector Small Facilities Program lighting proposal

ComEd Lighting Proposal

Commonwealth Edison made a proposal to upgrade the building’s lighting fixtures to LED. Nick Poplawski, Program Director, sent an email to Zach and Karen outlining the program. Zach discussed with the board the amount of savings the Library will incur. Zach contacted the Library attorney, Phil Lenzini, who confirmed that bids are not necessary due to this being a utility service.

Jim Richmond made a motion and Kim Duffy seconded to approve the Commonwealth Edison Public Sector lighting proposal.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kim Duffy and Mary Walter

Nays: None

Absent: Jackie Muscarella and Barbara Rhodes

Motion carried.

C. Discussion of participating in Oak Forest’s Citywide Initiative to recognize April 2018 as Child Abuse Prevention Month

April Child Abuse Month

After some discussion, it was decided to have the Youth Services Department provide coloring sheets of pinwheels for children to color.

4. Old Business

Old Business

A. Update on Strategic Planning

Strategic Planning Update

Zach reported that there has been an 18 percent response rate to the Community Survey

B. Update on 50th Anniversary Planning

50th Anniversary planning

Kim Duffy reported that the planning committee met on February 21 and shared the committee’s many ideas with the board. The “Night at the Library” will be on August 4, 2018.

5. Correspondence - None

Correspondence

6. Open Forum

Open Forum

Nancy updated the board regarding The Friends. The Friends sent out emails to inquire of the membership 1) if they would donate recipes and 2) if they would purchase a cookbook. Because of the positive responses, The Friends are proceeding with this project to raise money for the Acorn Library.

7. Executive Session – None

Executive Session

8. Adjournment

Adjournment

Kim Duffy made a motion, seconded by Mary Walter to adjourn the meeting.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kim Duffy and Mary Walter

Nays: None

Absent: Jackie Muscarella and Barbara Rhodes

Motion carried.

Meeting adjourned at 9:04 p.m.

James J. Richmond, Secretary

Dated: _____, 2018