

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
September 11, 2019

1. The meeting was called to order at 7:15 p.m.

- A. Those present were, James J. Richmond, President; Mary Walter, Secretary; Brad Duff-Hudkins, Treasurer; Michelle Alfano, 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

Mary Walter made a motion and Barbara Rhodes seconded to approve the agenda.

Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Mary Walter, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

Jim Richmond asked for a moment of silence to recognize the anniversary of the 9/11/01 bombing of the Twin Towers in NY City and all those who lost their lives.

- E. Public comments - None

2. Consent Agenda

- A. Approval of August 14, 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

Dorothy spoke of the “Library Incident” she wrote in her Director’s Monthly Report. She also referenced the “Staffing Updates” regarding several resignations.

Brad Duff-Hudkins made a motion and Mary Walter seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

3. New Business

- A. Enact Budget and Appropriation Ordinance No. 19-03

Call to Order

Roll Call

Consent Agenda

New Business

**Budget and
Appropriation
Ordinance No.
19-03**

Brad Duff-Hudkins made a motion and Mary Walter seconded to enact Budget and Appropriation Ordinance No. 19-03.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

- B. Authorize posting and publication of Certified Copy of Budget and Appropriation Ordinance

Mary Walter made a motion, seconded by Jackie Muscarella to approve the posting and publication of Certified Copy of Budget and Appropriation Ordinance.

Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

- C. Enact Certificate of Estimated Revenue

Brad Duff-Hudkins made a motion seconded by Mary Walter to enact the Certificate of Estimated Revenue.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

- D. Semiannual review of Executive Session Minutes

After some discussion, the board decided to leave as is for now and review again in six months.

- E. Discussion and consideration of Transfer Ordinance No. 19-04

Dorothy reviewed the ordinance and stated that the auditor wants certain line items to be zero. Ordinance No. 19-04 explains how this transfer will take place.

- F. Enact Transfer Ordinance No. 19-04

Brad Duff-Hudkins made a motion seconded by Michelle Alfano to enact Transfer Ordinance No. 19-04.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried.

- G. Discussion and consideration of Resolution No. 229, Dissolving the Working Cash Fund

Authorize posting and publication of Certified Copy of Budget and Appropriation Ordinance

Enact Certificate of Estimated Revenue

Semiannual review of Executive Session Minutes

Transfer Ordinance No. 19-04

Dissolving the Working Cash Fund, Resolution No. 229

Brad Duff-Hudkins made a motion seconded by Barbara Rhodes to approve Resolution No. 229, Dissolving the Working Cash Fund.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

H. Discussion and consideration of Volunteer Waiver

The board discussed having background checks for employees.

Brad Duff-Hudkins made a motion seconded by Barbara Rhodes to approve the Volunteer Waiver/Release of Liability.

Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

I. Discussion of Community Expo on Saturday, October 5, 2019

Dorothy asked for volunteers. Jim Richmond volunteered for 11AM-1PM time slot.

4. Old Business

A. Update on FY2019 Illinois Public Library Annual Report

Dorothy stated that the annual report was submitted on August 20, 2019.

5. Correspondence – Invitation from CNB Bank & Trust to an open house on Thursday, September 19, 2019, from 5PM – 7:30 p.m.

6. Open Forum

Dorothy informed the board that the lighting/electricity is not working in the North parking lot.

Dorothy reported that an invitation was received from Toni Preckwinkle to attend a gathering at Seat Geek Stadium on Monday, September 16.

Dorothy also received an invitation sent by the City of Oak Forest to attend the meeting to discuss the Natalie Creek trail.

Brad asked about opening the Library on Sundays. Several positive comments were expressed. Dorothy stated that she is for it, but several issues will need to be investigated.

7. Executive Session – None

8. Adjournment

**Consideration of
Volunteer
Waiver**

**Community
Expo, Sat., Oct.
5, 2019**

Old Business

**Annual report
filed Aug. 20,
2019**

Correspondence

Open Forum

**Executive
Session**

Adjournment

Mary Walter made a motion, seconded by Barbara Rhodes to adjourn the meeting.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried.

Meeting adjourned at 8:26 p.m.

Mary Walter, Secretary

Dated: _____, 2019