

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
October 14, 2015

1. The meeting was called to order at 7:00 p.m.

- A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Kimberly Duffy, and Ann Harsy, Trustees. Also present were Zach Musil, Director and Nancy Agler, Secretary to the Board
- B. Quorum determined
- C. Visitors present: None
- D. Approval of and request changes to agenda

Call to Order

Roll Call

Jim Richmond made a motion and Kim Duffy seconded to approve the agenda.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy and Ann Harsy

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Mary Walter

Motion carried

- E. Public comments

Consent Agenda

2. Consent Agenda

- A. Approval of September 9, 2015, Regular Board meeting minutes
- B. Approval of September 9, 2015, Public Hearing Minutes
- C. Approval of October 8, 2015, Special Meeting Minutes
- D. Treasurer's report
- E. Approval of bills
- F. General Fund Income and Disbursement report
- G. Monthly staff reports
- H. Committee reports

Ann Harsy made a motion and Kim Duffy seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy and Ann Harsy

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Mary Walter

Motion carried

New Business

3. New Business

- A. Discussion of 3015 Levy Ordinance, No. 15-06 and Determination of Levy amount

Zach Musil reviewed the Ordinance with the Board.

**2015 Levy
Ordinance No.
15-06**

- B. Discussion and Consideration of Resolution No. 205 for Accepting Changes to Section 1, Subsection 3 of *Services Policy* regarding loan periods.

**Resolution No
205**

Jim Richmond made a motion and Ann Harsy seconded to authorize Resolution No. 205, Accept Changes to Section 1, Subsection 3F of *Services Policy* regarding loan periods.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy, and Ann Harsy

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Mary Walter

Motion carried

- C. Discussion and consideration of Resolution No. 206 for Accepting changes to Section 2, Subsection 2A of *Services Policy* regarding Copier Fees

Resolution No. 206

Jim Richmond made a motion and Kim Duffy seconded to authorize Resolution No. 206, Accept changes to Section 2, Subsection 2A of *Services Policy* regarding copier fees.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy, and Ann Harsy

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Ann Harsy

Motion carried

- D. Discussion and consideration of Resolution No. 207 – Providing for the execution of an Intergovernmental Agreement with LIMRiCC

Resolution No. 207

Jim Richmond made a motion and Kim Duffy seconded to approve Resolution No. 207 – Provide for the Execution of an Intergovernmental Agreement with LIMRiCC.

Vote:

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

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Mary Walter

Motion carried

- E. Discussion and consideration of Ordinance No. 15-05, accepting proposed Substantive Amendments to the LIMRiCC By-Laws and Intergovernmental Agreement

Ordinance No. 15-05

Jim Richmond made a motion and Ann Harsy seconded to approve Ordinance No. 15-05 – accept proposed Substantive Amendments to the LIMRiCC By-Laws and Intergovernmental Agreement.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy and Ann Harsy

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Mary Walter

Motion carried

- F. Discussion and consideration of Resolution No. 208 for accepting changes to Section 6, Subsection C of *Personnel Policy*.

Resolution No. 208

Jim Richmond made a motion and Kim Duffy seconded to approve Resolution No. 208 – accepting changes to Section 6, Subsection C of *Personnel Policy*.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy and Ann Harsy

Nays: None
Absent: Vicki Lamm, Jackie Muscarella and Mary Walter
Motion carried

G. Discussion and consideration of changes to Policy 5.7 - Schedules and Holidays

Policy 5.7

Jim Richmond made a motion and Kim Duffy seconded to approve changes to Policy 5.7 – Schedules and Holidays.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy and Ann Harsy

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Mary Walter

Motion carried

H. Discussion of FY2016 Per Capita Grant Requirements

**FY2016 Per
Capita Grant
Requirements**

Zach Musil and the Board reviewed the requirements.

4. Old Business

Old Business

A. Community Awareness Fair

**Community
Awareness Fair**

Zach advised that the Fair is held Saturday, October 17, 2015 from 10AM-2PM. Ann Harsy and Jim Richmond volunteered.

B. Quarterly Reporting

**Quarterly
Reporting**

Zach and the Board discussed what they want managers to include in their quarterly reports. It was suggested that the staff use the Strategic Plan to compare goals to actual progress. This will be discussed further at the next board meeting.

C. Update on improvements to the Meeting Room’s AV equipment and capabilities

**AV Equipment
Improvements**

Zach stated that the AV equipment has been updated, and it’s awesome!

D. Update on IMET Liquidating Trust

IMET Trust

Zach stated that there is nothing new to report.

5. Correspondence

Correspondence

Jim shared a card from Italy from Vicki. He also received an invitation to CNB’s open house on November 5, 2015.

Open Forum

6. Open Forum

For security reasons, the Brad asked the Board to use their Acorn Library e-mail when discussing Library issues.

Zach reported the Comment Cards are showing very positive comments about the new sign and staff.

Zach and the Board discussed several ideas to move the weeded books – donate or sell.

The Acorn Library holiday party will be December 4, 2015.

7. Executive Session – None

8. Adjournment

**Executive
Session**

Adjournment

Kim Duffy made a motion, seconded by Jim Richmond to adjourn the meeting.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Kimberly Duffy and Ann Harsy

Nays: None

Absent: Vicki Lamm, Jackie Muscarella and Mary Walter

Motion carried.

Meeting adjourned at 8:44 p.m.

James J. Richmond, Secretary

Dated: _____, 2015