

**MINUTES OF THE MEETING OF THE BOARD
OF TRUSTEES OF THE ACORN PUBLIC LIBRARY
Library Conference Room
July 11, 2012**

1. The meeting was called to order at 7:05 p.m.
2. Those present were Jim Richmond, President; Jacqueline Muscarella, Secretary; Brad Duff-Hudkins, Martin Durbin, Sheri Halwax and Paula Korzonek, Trustees. Absent was Kimberly Duffy, Treasurer. Also present were Eric Werthmann, Director and Nancy Agler, Secretary to Board.
3. Paula Korzonek was sworn in as a Trustee by Jacqueline Muscarella, Secretary
4. Jim asked the board for approval of the new Secretary to the Board contract. Sheri Halwax made a motion and Jacqueline Muscarella seconded to approve the Secretary to the Board contract for Nancy Agler.

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Paula Korzonek and Sheri Halwax

Nays: None

Absent: Kimberly Duffy

Motion carried

5. A few questions directed toward Eric were asked: Due to leakage on the north side of building, trustees questioned if a new drain will be installed outside window area. Jackie asked if flag lighting will be adjusted. Martin inquired about tuck pointing on new addition. It was asked whether the dying Ash trees will be removed.
 - a. Approval of June 13, 2012, Regular Board Meeting Minutes
 - b. Treasurer's Report
 - c. Approval of Bills
 - d. General Fund Income and Disbursement Report
 - e. Director's Report
 - f. Departmental Reports
 - g. Reports on meetings attended by Board and Staff

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Paula Korzonek and Sheri Halwax

Nays: None

Absent: Kimberly Duffy

Motion carried

6. Jim opened discussion of Ordinance #12-03, which authorizes the transfer of funds to cover shortages on paper. Sheri Halwax made a motion, seconded by Martin Durbin to approve Ordinance #12-03.

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Martin Durbin, Sheri Halwax, Brad Duff-Hudkins and Paula Korzonek

Nays: None

Absent: Kimberly Duffy

Motion carried

Call to Order

Roll Call

Oath of Office

Secretary to the Board Contract

Consent Agenda

Ordinance #12-03

7. The board authorized the posting and publication of Public Notice of the Tentative Budget and Appropriation Ordinance. Sheri Halwax made a motion and Brad Duff-Hudkins seconded.

**Posting and Publication
of Public Notice**

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Sheri Halwax and Paula Korzonek

Nays: None

Absent: Kimberly Duffy

Motion Carried

8. The board authorized the payment of obligations incurred in the prior fiscal year. Sheri Halwax made a motion and Jacqueline Muscarella seconded.

Payment of Obligations

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Sheri Halwax and Paula Korzonek

Nays: None

Absent: Kimberly Duffy

Motion carried

9. Jim stated that two trustees are to be appointed to audit the secretary's records. Sheri Halwax and Martin Durbin volunteered.

**Audit of Secretary's
Records**

10. Jim directed Eric to file the Acorn Library annual report with the Illinois State Librarian, Jesse White.

Annual Report

11. The board authorized the preparation of the Annual Statement of Receipts and Disbursements. Jacqueline Muscarella made a motion and Brad Duff-Hudkins seconded.

**Annual Statement of
Receipts and
Disbursements**

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Sheri Halwax and Paula Korzonek

Nays: None

Absent: Kimberly Duffy

Motion carried

12. The board authorized the Library Audit to be conducted by John Williams of Hearne and Associates. Brad Duff-Hudkins made the motion and Sheri Halwax seconded.

Library Audit

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Sheri Halwax and Paula Korzonek

Nays: None

Absent: Kimberly Duffy

Motion carried

13. After reviewing the June 13, 2012, Executive Session Minutes, Brad made a motion to approve as written and Martin seconded.

**Executive Session
Minutes**

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Sheri Halwax and Paula Korzonek

Nays: None

Absent: Kimberly Duffy

Motion carried

14. A discussion was held in regards to the CD's held by Carlinville National Bank. Presently, the deposit of \$250,000 is earning at a rate of .75%. The \$42,000 deposit in CDARS earns .835%. Different investment possibilities were discussed. Jim will discuss with Kimberly Duffy, Treasurer.

CD's at Carlinville National Bank

15. The board adopted Ordinance #12-04 which requests an additional .02% tax levy for the building fund. Jackie made the motion and Sherri seconded to adopt Ordinance #12-04.

Ordinance #12-04

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Paula Korzonek

Nays: Brad Duff-Hudkins

Absent: Kimberly Duffy

Motion carried.

16. Inquiring about the final payment to A. J. Maggio for the renovation project. Rick, architect and project manager, will manage.

Old Business

17. None

Correspondence

18. The board inquired about when or if a sidewalk will be constructed in front of library. Jim stated he has discussed with the City and will follow up.

Open Forum

The board and Eric discussed Media on Demand success and use.

Jacqueline Muscarella and Paula Korzonek will not be at August 8 meeting.

19. Brad Duff-Hudkins made a motion, seconded by Jacqueline Muscarella to adjourn the meeting.

Adjournment

Roll Call Vote:

Ayes: Jim Richmond, Jacqueline Muscarella, Brad Duff-Hudkins, Martin Durbin, Paula Korzonek and Sheri Halwax

Nays: None

Absent: Kimberly Duffy

Motion carried.

Meeting adjourned at 8:35p.m.

Jacqueline Muscarella, Secretary

Dated: _____, 2012