

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
December 10, 2014

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, Ann Harsy, Vicki Lamm, and Jackie Muscarella, Trustees. Also present were Eric Werthmann, Director and Nancy Agler, Secretary to the Board
- B. Recognition of visitors to the meeting

Call to Order

Roll Call

Jim Richmond made a motion and Jackie Muscarella seconded to approve moving No.3 (a) before Approval of Agenda. All voted: Aye

W. Scott McAdam, President, McAdam Landscaping, Inc. made a proposal his firm has developed regarding landscaping of the southwest quadrant.

Jackie Muscarella made a motion and Jim Richmond seconded to approve updated agenda. All voted: Aye

2. Consent Agenda

- A. Approval of November 12, 2014, Regular Board meeting minutes
- B. Treasurer's report
- C. Approval of bills
- D. General Fund Income and Disbursement report
- E. Monthly staff reports
- F. Reports on meetings attended by board and staff

Consent Agenda

Jim Richmond made a motion and Vicki Lamm seconded to approve the Consent Agenda.

Roll Call Vote:

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

Nays: None

Motion carried

3. New Business

- A. Election of new Library Treasurer

New Business

**Election of
Library
Treasurer**

Jim Richmond made a motion and Kim Duffy seconded to approve Vicki Lamm as new treasurer.

Roll Call Vote:

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

Nays: None

Motion carried

- B. Discussion and consideration of insurance renewal options

**Insurance
Renewal**

Discussed insuring "Friends of the Library." The Library agent previously stated they are NOT covered as part of the Library plan.

Kim Duffy made a motion and Vicki Lamm seconded to renew The Hartford coverage.

Roll Call Vote:

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

Abstained: Jacki Muscarella

Nays: None

Motion carried

- C. Consideration of Resolution No. 201 authorizing membership in the Libraries of Illinois Risk Agency

Resolution No. 201

This Resolution 201 is not relevant to the Acorn Library at this time.

- D. Enact Levy Ordinance No. 14-06, setting the regular meeting dates of the Board of Trustees for 2015

Levy Ordinance No. 14-06

The dates of the Board of Trustees for 2015 will be the second Wednesday of each month except May, which will be the third Monday.

Jim Richmond made a motion and Jackie Muscarella seconded to approve Ordinance No. 14-06.

Roll Call Vote:

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

Nays: None

Motion carried

- E. Consideration of staff in-service date

Employee In-service Date

Eric would like to have CPR training for the staff. He estimates 15 participants. Eric will contact Palos Community Hospital and other organizations to obtain costs for instructions. The in-service date will be January 23, 2015.

Kim Duffy made a motion and Jim Richmond seconded to approve the service date and CPR training.

Roll Call Vote:

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

Nays: None

Motion carried

Old Business

4. Old Business

- A. Discussion of vacant Board of Trustee position

BOT open position

There is one person interested – Mary A. Walter.

Jim Richmond made a motion and Vicki Lamm seconded to approve the appointment of Mary A. Walter as a Board of Trustee.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Vicki Lamm and Jackie Muscarella

Abstain: Kimberly Duffy

Nays: None

Motion carried

B. Discussion of revising Disaster and Emergency plan

Disaster & Emergency Plan

Eric is reviewing the present plan and will have more information at the January meeting. Would like to have specific scenarios as part of the written plan.

C. Discussion of possible landscape design for southwest quadrant of Library property

Landscape Design

The Board liked the plan presented by McAdam Landscaping! There was discussion of working with all entrances to the Library, and doing the work in phases. The board discussed fund-raising possibilities, including Green Space grants to raise funds to assist with costs.

D. Discussion of options to replace sign on Central Avenue

Sign Replacement

Eric stated he is looking at other financially feasible possibilities.

5. Executive Session - None

Executive Session

6. Correspondence

Correspondence

Brad received correspondence from Senator Michael Hastings regarding FOIA issues.

7. Open Forum

Open Forum

The board discussed recent IMET issues and information. Also, they discussed a staff holiday party (perhaps pizza?). Brad inquired if the Library could add video games rentals.

8. Adjournment

Adjournment

Kim Duffy made a motion, seconded by Ann Harsy to adjourn the meeting.

Roll Call Vote:

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

Nays: None

Motion carried.

Meeting adjourned at 9:49 p.m.

James J. Richmond, Secretary

Dated: _____, 2015