

**MINUTES OF THE MEETING OF THE BOARD
OF TRUSTEES OF THE ACORN PUBLIC LIBRARY
Library Conference Room
November 14, 2012**

1. The meeting was called to order at 7:10 p.m.

2. Those present were Jim Richmond, President; Kimberly Duffy, Treasurer; Jacqueline Muscarella, Secretary; Sheri Halwax, Brad Duff-Hudkins, Martin Durbin and Paula Korzonek, Trustees. Also present were Eric Werthmann, Director and Nancy Agler, Secretary to the Board.
 - A. Approval of October 10, 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

Eric reported on the start of the new sidewalk along Central Avenue and Independence Avenue.

Brad Duff-Hudkins made a motion and Jacqueline Muscarella seconded to approve the Consent Agenda.

Roll Call Vote:

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

Nays: None

Motion carried

3. New Business

- A. After a brief discussion, Jim asked for a vote to enact Levy Ordinance No. 12-07 and authorize filing of certified copy of Levy Ordinance.

Sheri Halwax made a motion and Paula Korzonek seconded to approve the enactment of the Levy Ordinance No. 12-07 and authorize filing of a certified copy of Levy Ordinance.

Roll Call Vote:

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

Nays: Brad Duff-Hudkins

Motion carried

- B. The board voted to enact the Certificate of Compliance with Truth in Taxation Law and authorize filing of Certificate.

Jacqueline Muscarella made a motion and Sheri Halwax seconded to authorize the Certificate of Compliance with Truth in Taxation Law and authorize filing of Certificate.

Roll Call Vote:

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

Nays: None

Motion carried

Call to Order

Roll Call

Consent Agenda

New Business

**Levy Ordinance
No. 12-07**

**Certificate of
Compliance
with Truth in
Taxation Law**

- C. The board voted to enact Ordinance No. 12-08 authorizing reductions of tax extensions for Levy Year 2012, as necessary, and to authorize filing of Ordinance.

**Ordinance No.
12-08**

Sheri Halwax made a motion, seconded by Jacqueline Muscarella to authorize reductions of tax extensions for Levy Year 2012, as necessary, and to authorize filing of Ordinance.

Roll Call Vote:

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

Nays: None

Motion carried

- D. The board voted to enact annual Statement of Revenues and Expenditures and authorize publication and filing with the Cook County Clerk.

**Statement of
Revenues and
Expenditures**

Brad Duff-Hudkins made a motion, seconded by Martin Durbin to approve the Annual Statement of Revenues and Expenditures and authorize publication and filing with the Cook County Clerk.

Roll Call Vote:

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

Nays: None

Motion carried

- E. The board had a brief discussion of the upcoming Christmas party, which includes the City of Oak Forest, Oak Forest Park District and Acorn Library. The party will be December 7, 2012, at Gaelic Park. Acorn Library's expenses are for table center pieces.

**Annual
Christmas Party**

- F. Consideration of Library Employee Appreciation Day for 2013. In the past, the Library has given employees an extra personal day, which the board voted to continue for 2013.

**Employee
Appreciation
Day for 2013**

Kimberly Duffy made a motion, seconded by Brad Duff-Hudkins to award employees one day for Employee Appreciation Day for 2013.

Roll Call Vote:

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

Nays: None

Motion carried

- G. Eric presented to the board the idea of having a strategic plan for 2013. It was asked whether to have both short-term and long-term. Other ideas discussed were having focus groups, surveys and possibly an outside organization to help with the planning. It was suggested that using the latest demographic changes in Oak Forest would help with offering new ideas.

**2013 Strategic
Plan**

4. Old Business

As previously mentioned, Eric gave a progress report on the Central Avenue and Independence Street sidewalk.

Old Business

5. Correspondence – None

Correspondence

6. Open Forum

Open Forum

Due to a contest held for libraries across the USA, Acorn Library received a box of Legos and Lego books.

7. Executive Session – None

8. Adjournment

Brad Duff-Hudkins made a motion, seconded by Kimberly Duffy to adjourn the meeting.

Roll Call Vote:

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

Nays: None

Motion carried.

Meeting adjourned at 7:55 p.m.

Jacqueline Muscarella, Secretary
Dated: _____, 2012

**Executive
Session**

Adjournment