

Minutes of the Meeting of the Board  
Of Trustees of the Acorn Public Library  
Library Conference Room  
February 12, 2014

1. The meeting was called to order at 7PM.

A. Those present were James J. Richmond, Secretary; Sheri Halwax, Treasurer; Kimberly Duffy, Vicki Lamm and Jackie Muscarella, Trustees. Also present were Eric Werthmann, Director and Nancy Agler, Secretary to the Board.

B. Kim Duffy made a motion and Jim Richmond seconded to nominate Jackie Muscarella as acting president. All Trustees voted Aye.

2. Consent Agenda

- A. Approval of January 8, 2014, 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

Jim Richmond made a motion and Sheri Halwax seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: Jim Richmond, Sheri Halwax, Kimberly Duffy, Vicki Lamm and Jackie Muscarella

Nays: None

Absent: Brad Duff-Hudkins and Paula Korzonek

Motion carried

3. New Business

A. Consideration of changes to the Policy Manual Section, *Administration*.

After a few comments by the board, Jim Richmond made a motion and Vicki Lamm seconded to approve the changes to the Policy Manual, *Administration* section.

B. Consideration of Resolution No. 196, adopting changes to the Policy Manual section, *Administration* section.

Jim Richmond made a motion and Sheri Halwax seconded to approve Resolution No. 196, changes to the Policy Manual, *Administration* section.

Roll Call Vote:

Ayes: Jim Richmond, Sheri Halwax, Kimberly Duffy, Vicki Lamm and Jackie Muscarella

Nays: None

Absent: Brad Duff-Hudkins and Paula Korzonek

Motion carried

C. Consideration of Core Values statements developed for the Library.

Eric stated that the staff created the Values statement at the recent in-service staff meeting. Kim Duffy made a motion and Vicki Lamm seconded to approve the Core Values statements.

**Call to Order**

**Roll Call**

**Consent Agenda**

**New Business**

**Policy Manual**

**Resolution No. 196**

**Core Values**

Roll Call Vote:

Ayes: Jim Richmond, Sheri Halwax, Kimberly Duffy, Vicki Lamm and Jackie Muscarella

Nays: None

Absent: Brad Duff-Hudkins and Paula Korzonek

Motion carried

4. Old Business

- A. Discussed the continuation of the development of the Library’s new website. Megan Mall has made an offer to continue her work on the site as a consultant. After some discussion, it was decided to table this issue until the March meeting or have a special meeting prior, if needed.
- B. Eric and Brad are working on a new pay grade structure. It was decided to table this issue until the March meeting.
- C. There was a discussion and samples of canvas photograph options that Karen Miner, Business Manager, is working on with Eric.

**Old Business**

5. Correspondence - None

**Correspondence**

6. Open Forum

**Open Forum**

- A. Eric discussed the possibility of the Library participating in the March 8 Annual Oak Forest Fleadh parade.
- B. Jackie inquired about the ideas being discussed by the Friends of the Library volunteers.

7. Executive Session – None

**Executive Session**

8. Adjournment

**Adjournment**

Kim Duffy made a motion, seconded by Sheri Halwax to adjourn the meeting.

Roll Call Vote:

Ayes: Jim Richmond, Sheri Halwax, Kimberly Duffy, Vicki Lamm and Jackie Muscarella

Nays: None

Absent: Brad Duff-Hudkins and Paula Korzonek

Motion carried.

Meeting adjourned at 8:06 p.m.

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James J. Richmond, Secretary

Dated: \_\_\_\_\_, 2014