

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
April 9, 2014

1. The meeting was called to order at 7:02 p.m.

Call to Order

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

Roll Call

2. Consent Agenda

Consent Agenda

A. Approval of March 12, 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 Jackie Muscarella seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Paula Korzonek, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried

3. New Business

New Business

A. Consideration of revising new pay grade structure

New Pay Grade Structure

A lengthy discussion was held regarding revising the pay grade structure that was approved in March. Paula Korzonek made a motion and Vicki Lamm seconded to move the Adult Services Assistant position from Grade 5 to Grade 4.

Roll Call Vote:

Ayes: Sheri Halwax, Kimberly Duffy, Paula Korzonek, Vicki Lamm and Jackie Muscarella

Nays: Brad Duff-Hudkins and Jim Richmond

Motion carried

B. Consideration of approval of the revised policy manual

Revised Policy Manual

Jim Richmond made a motion and Sheri Halwax seconded to approve the revised policy manual.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Paula Korzonek, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried

C. Consideration of Resolution No. 198, adopting changes to the Policy Manual

Resolution No. 198

Jim Richmond made a motion and Jackie Muscarella seconded to approve Resolution No. 198, changes to the Policy Manual.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Paula Korzonek, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried

D. Discussion of Budget Priorities for Fiscal Year 2015

Budget Priorities

The board and Eric discussed several ideas for items to purchase in Fiscal Year 2015.

E. Ethics Filing by Trustees with Cook County

Ethics Filing

A reminder to the board to file forms with Cook County.

F. Semi-annual review of Executive session Minutes

Executive Session Review

Jim Richmond made a motion and Kim Duffy seconded to release all 13 sets of Executive Session minutes, from June 9, 2010 to June 13, 2012.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Paula Korzonek, Vicki Lamm and Jackie Muscarella.

Nays: None

Motion carried

Jim Richmond made a motion and Kim Duffy seconded to destroy the corresponding 13 digital recordings of Executive Committee minutes per Statute No. 5 ILCS 120/2.06.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Paula Korzonek, Vicki Lamm and Jackie Muscarella.

Nays: None

Motion carried

4. Old Business

Old Business

A. Discussion of display of photographs of the Library.

Photograph Display

The board and Eric discussed different options of displaying pictures of the Library, as well as of historical pictures of Oak Forest.

5. Correspondence - None

Correspondence

6. Open Forum

Open Forum

A. It was brought to Eric’s attention that the sign, “Watch for Pedestrians” is so close to where cars park that car doors hit the sign.

B. It was suggested for safety and security reasons that Eric look into when using Library card to sign into computer that the total number NOT be displayed.

C. Next week is National Library Week. It was suggested that lunch be purchased for staff.

D. Eric told the board that the Library now has credit card equipment.

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: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Paula Korzonek, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried.

Meeting adjourned at 8:40 p.m.

James J. Richmond, Secretary

Dated: _____, 2014