

**Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
July 14, 2014**

1. The meeting was called to order at 7:44 p.m.

- A. Those present were Brad Duff-Hudkins, President; 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. Approval of agenda and request changes to agenda

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

2. Consent Agenda

- A. Approval of June 18, 2014, Regular Board meeting minutes
- B. Approval of June 18, 2014, Executive Session meeting minutes
- C. Treasurer's report
- D. Approval of bills
- E. General Fund Income and Disbursement report
- F. Director's Report

Vicki commented on the Adult Services report being very informative and voiced her approval of the process of cleaning out old books. The board discussed renewing books for three weeks in the future instead of the current two weeks. There was some discussion on offering memorial bricks as a fund raiser.

- G. Departmental Reports
- H. Reports on meetings attended by board and staff

Vicki Lamm 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, Vicki Lamm and Jackie Muscarella

Nays: None

Motion carried

3. New Business

- A. Authorize the posting and publication of Public Notice of the Tentative Budget and Appropriation Ordinance.

Jim Richmond made a motion and Sheri Halwax seconded to authorize the posting and publication of Public Notice of the Tentative Budget and Appropriation Ordinance.

Roll Call Vote:

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

Nays: None

Motion carried

- B. Authorize the payment of obligations incurred in the prior fiscal year

Call to Order

Roll Call

Consent Agenda

New Business

**Public Notice of
Tentative Budget and
Appropriation
Ordinance**

**Payment of obligations
incurred in prior fiscal**

Kim Duffy made a motion and Jim Richmond seconded to authorize the payment of obligations incurred in the prior fiscal year.

year

Roll Call Vote:

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

Nays: None

Motion carried

C. Appoint two trustees to audit the Secretary’s records

Two Trustees to audit Secretary’s records

Vicki Lamm and Sheri Halwax volunteered to audit the Secretary’s records.

D. The Board Directed Eric to file the Annual Report with the Illinois State Librarian

File Annual Report

E. Authorize the preparation of the Annual Statement of Receipts and Disbursements

Annual Statement of Receipts and Disbursements

Jim Richmond made a motion and Kim Duffy seconded to authorize Eric to prepare the Annual Statement of Receipts and Disbursements. All trustees voted: Aye.

F. Authorize the Library’s annual audit

Annual Audit

Jim Richmond made a motion and Vicki Lamm seconded to authorize the Library’s annual audit.

Roll Call Vote:

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

Nays: None

Motion carried

G. Adopt the Ordinance No.14-02 for additional .02% tax levy for the building fund

Ordinance No. 14-02 – additional .02% tax levy

Jim Richmond made a motion and Jackie Muscarella seconded to adopt the Ordinance No 14-02 for an additional .02% tax levy for the building fund.

Roll Call Vote:

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

Nays: Brad Duff-Hudkins and Kimberly Duffy

Motion carried

H. Consideration of changes to the Patron Behavior Policy

Patron Behavior Policy

Policy: According to the Library’s past policies, only the Board of Trustees is able to deny a patron access to the Library for a period of time longer than 30 days. Eric proposed changing the policy to give the Director the same power, provided that the Board is notified of any such occurrence.

Jim Richmond made a motion and Vicki Lamm seconded to approve changes to the Patron Behavior Policy.

Roll Call Vote:

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

Nays: Brad Duff-Hudkins

Abstain: Kimberly Duffy

Motion carried

I. Consideration of Resolution No. 200, adopting changes to Patron Behavior Policy

Resolution No. 200

Jim Richmond made a motion and Vicki Lamm seconded to adopt Resolution No. 200, changes to the Patron Behavior Policy.

Roll Call Vote:

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

Nays: None

Abstain: Brad Duff-Hudkins and Kimberly Duffy

Motion carried

4. Old Business

Old Business

A. Discussion of new website

The board discussed with Eric, re: asking for feedback from staff and board.

B. Consideration of appointment of new trustee to Library Board

After further discussion, Kimberly Duffy made a motion and Vicki Lamm seconded to table the appointment of a new trustee until the August 13 meeting.

Roll Call Vote:

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

Nays: Jackie Muscarella

Motion carried

5. Correspondence: None

Correspondence

6. Open Forum

Open Forum

It was brought to Eric's attention that some of the signs in the foyer need to be laminated. A discussion was held in regards to buying a 3D printer for the library.

7. Executive Session - None

Executive Session

8. Adjournment

Adjournment

Sheri Halwax made a motion, seconded by Jackie Muscarella to adjourn the meeting.

Roll Call Vote:

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

Nays: None

Motion carried.

Meeting adjourned at 9:17 p.m.

Jacqueline Muscarella, Acting Secretary

Dated: _____, 2014