

Minutes of the Meeting of the Board  
Of Trustees of the Acorn Public Library  
Library Conference Room  
May 20, 2015

1. The meeting was called to order at 7:00 p.m.

- A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Vicki Lamm, Treasurer; Kimberly Duffy, Ann Harsy, Jackie Muscarella, and Mary Walter, Trustees. Also present were Zach Musil, Director and Nancy Agler, Secretary to the Board
- B. Quorum determined
- C. Visitors present: Skip Harsy
- D. Approval of agenda

Vicki Lamm made a motion and Mary Walter seconded to approve agenda.

Roll Call Vote:

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

Nays: None

Motion carried

- E. Public comments
- F. Oath of Office for newly elected trustees

Brad Duff-Hudkins was elected for a six-year term with 1,247 votes. Mary Walter was elected for a six-year term with 1,580 votes. Ann Harsy was elected for a four-year term with 1,139 votes. They were individually sworn in by Jim Richmond.

- G. Election of Trustee Executive Board officers

Jim Richmond made a motion and Vicki Lamm seconded to nominate Brad Duff-Hudkins for president for a two-year term.

Roll Call Vote:

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

Nays: None

Motion carried

Jackie Muscarella made a motion and Brad Duff-Hudkins seconded to nominate James J. Richmond for secretary for a two-year term.

Roll Call Vote:

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

Nays: None

Motion carried

Kim Duffy made a motion and Brad Duff-Hudkins seconded to nominate Ann Harsy for treasurer for a two-year term.

**Call to Order**

**Roll Call**

**Oath of Office  
for Newly  
Elected Trustees**

**Election of  
Trustee  
Executive Board  
Officers**

Roll Call Vote:

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

Nays: None

Motion carried

2. Consent Agenda

**Consent Agenda**

- A. Approval of April 8, 2015, Regular Board meeting minutes
- B. Approval of April 20, 2015, Committee of the Whole report
- C. Approval of April 23, 2015, Committee of the Whole report
- D. Approval of April 28, 2015, Special Board meeting minutes
- E. Approval of May 6, 2015, Special Board meeting minutes
- F. Treasurer’s report
- G. Approval of bills
- H. General Fund Income and Disbursement report
- I. Monthly staff reports
- J. Committee reports

Jim Richmond made a motion and Jackie Muscarella seconded to approve the Consent Agenda.

Roll Call Vote:

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

Nays: None

Motion carried

3. New Business

**New Business**

- A. Approval of the Executive Session meeting minutes for April 8, 2015; April 20, 2015; April 23, 2015; April 28, 2015; and May 6, 2015

**Executive Sessions Approval**

Jim Richmond made a motion and Mary Walter seconded to approve the Executive session meeting minutes.

Roll Call Vote:

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

Nays: None

Motion carried

- B. Discussion of FY16 Working Budget

**Working Budget**

There was discussion on various line item expenses and options to save money. Also discussed open positions at the Library and part-time versus full time hires. Zach was asked to make some adjustments to the working budget.

- C. Discussion of Special Projects for FY16

**Special Projects**

There was a discussion regarding the need for a new projector in the downstairs meeting room, improving the property on the south end of the property, and a new sprinkling system.

- D. Discussion of Library’s presence at the Oak Forest Memorial Day ceremony

**O.F. Memorial Day Ceremony**

Jackie Muscarella volunteered to attend the Memorial Day ceremony on May 25 at 11AM at the Veterans Memorial site at City Hall.

4. Old Business

**Old Business**

- A. Discussion and consideration of 2015 Exterior Sign with electronic message center furnishing and installation project

**Bids for Exterior Sign**

Zach presented two bids: 1) Roeda Signs and 2) Parvin-Clauss Sign Company, which quoted two different bases – brick or aluminum. The placement of the sign was also discussed.

Jackie Muscarella made a motion seconded by Vicki Lamm to accept the bid from Parvin-Clauss Sign Company.

Roll Call Vote:

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

Nays: None

Abstain: Kimberly Duffy and Mary Walter

Motion carried

- B. Update on IMET Liquidating Trust

**IMET Trust**

The Library received \$448.01 in April.

5. Correspondence

**Correspondence**

A thank you note was received from the Ralph Polachek family for a memorial gift from Acorn Library. Mr. Polachek was a member of Friends of the Library.

6. Open Forum

**Open Forum**

Vicki Lamm commented on a lost opportunity to promote Acorn Library during the city-wide garage sale on May 15-16, 2015.

7. Executive Session - None

**Executive Session**

8. Adjournment

**Adjournment**

Vicki Lamm made a motion, seconded by Mary Walter to adjourn the meeting.

Roll Call Vote:

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

Nays: None

Motion carried.

Meeting adjourned at 9:22 p.m.

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James J. Richmond, Secretary

Dated: \_\_\_\_\_, 2015