

Minutes of the Meeting of the Board  
Of Trustees of the Acorn Public Library  
Library Meeting Room  
Plus Zoom  
September 9, 2020

1. The meeting was called to order at 7:16 p.m.

- A. Those present were James J. Richmond, President; Mary Walter, Secretary; Brad Duff-Hudkins, Treasurer; Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes, Trustees. Also present were Dorothy Koll, Director and Nancy Agler, Secretary to the Board
- B. Quorum determined
- C. Recognition of visitors at meeting – None
- D. Approval of Agenda and request changes to Agenda

**Call to Order**

**Roll Call**

Brad Duff-Hudkins made a motion and Kimberly Duffy seconded to approve the agenda.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella, and Barbara Rhodes

Nays: None

Motion carried

- E. Public comments - None

2. Consent Agenda

- A. Approval of August 12, 2020, Regular Board Meeting Minutes
- B. Treasurer's report
- C. Approval of bills
- D. General Fund Income and Disbursement report
- E. Monthly staff reports
- F. Committee reports

**Consent Agenda**

Mary Walter made a motion and Michelle Alfano seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella, and Barbara Rhodes

Nays: None

Motion carried

3. New Business

- A. Enact Budget and Appropriation Ordinance No. 20-02

**New Business**

**Budget and  
Appropriation  
Ordinance No.  
20-02**

Jackie Muscarella made a motion, seconded by Mary Walter to enact the Budget and Appropriation Ordinance No. 20-02.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried.

B. Authorize Posting and Publication of Certified Copy of Budget and Appropriation Ordinance

Mary Walter made a motion, seconded by Kimberly Duffy to authorize posting and publication of Certified Copy of Budget and Appropriation Ordinance.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michele Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

C. Enact Certificate of Estimated Revenue

Kim Duffy made a motion, seconded by Mary Walter to enact the Certificate of Estimated Revenue.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

D. Semiannual review of Executive Session Minutes

The last meeting reported was April 2020. It was decided to leave as is until March 2021.

E. Discussion and consideration of Resolution No. 240, Adding Personnel Policy 5.26, Remote Work

Mary Walter made a motion, seconded by Michelle Alfano to adopt Resolution No. 240, Adding Personnel Policy 5.26, Remote Work.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

4. Old Business

A. Update on FY2020 Illinois Public Library Annual Report

Dorothy updated the Board on this report.

B. Continuing discussion and consideration of closing the Library on Election Day, November 3.

It was stated that we are a government office, as noted in Senate No. 1863. After some discussion, it was decided to wait to hear from RAILS.

**Posting and Publication of Certified Copy of Budget and Appropriation Ordinance**

**Certificate of Estimated Revenue**

**Semiannual review of Executive Session Minutes**

**Resolution No. 240, Adding Personnel Policy 5.26**

**Old Business**

**Illinois Public Library Annual Report**

**Closing Library on Election Day**

C. Discussion of the requirements for the FY21 Per Capita Grant

The Board discussed the chapters as Dorothy read aloud the checklists from Chapters 1-4, *Serving Our Public 4.0, Standards for Illinois Libraries*.

5. Correspondence - None

6. Open Forum

Michelle asked about use of Spanish resources.

Dorothy discussed phone problems; they are down often, and company has not responded to the Library's calls. She stated that they are switching to X-Finity phones.

7. Executive Session – None

8. Adjournment

Mary Walter made a motion, seconded by Michelle Alfano to adjourn the meeting.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried.

Meeting adjourned at 8:08 p.m.

\_\_\_\_\_  
Mary Walter, Secretary

Dated: \_\_\_\_\_, 2020

**FY21 Per Capita Grant Requirements**

**Correspondence**

**Open Forum**

**Executive Session**

**Adjournment**