

Minutes of the Meeting of the Board of Trustees of the Acorn Public Library
Library Meeting Room, Zoom Video Conferencing
December 09, 2020
Prepared by Dorothy Koll, Library Director

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

- A. Those present in person were James J. Richmond, President; Mary Walter, Secretary, Brad Duff-Hudkins, Treasurer, Jackie Muscarella and Barbara Rhodes, Trustees. Present over Zoom Kimberly Duffy, Trustee. Also present was Dorothy Koll, Director.
- B. Quorum determined
- C. Recognition of visitors at meeting –None
- D. Approval of Agenda and request changes to Agenda

Call to Order

Roll Call

Jackie Muscarella made a motion and Mary Walter seconded to approve the agenda.

Voice Vote:

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

Nays: None

Motion carried

E. Public comments

Mary Walter commented that from the reports it appears that everyone is keeping busy. Jim Richmond seconded that and commented that he was impressed that there were so many activities happening. Barb Rhodes also commented about the programming.

Consent Agenda

Jackie Muscarella asked about the Park District's letter informing us that they would not be plowing the library's parking lots this year. Dorothy Koll informed the board that the library signed an annual contract at a cost \$145 per snowfall.

2. Consent Agenda

- A. Approval of November 11, 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

Mary Walter made a motion and Barb Rhodes seconded to approve the Consent Agenda.

Voice Vote:

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

Nays: None

Motion carried

3. New Business

New Business

Michelle Alfano arrived late to the meeting as the Board was just beginning to discuss New Business at 7:07pm.

A. Enact Ordinance #20-06 Abating Taxes on Library's Bonds for Levy Year 2020 (Roll Call Vote)

Enact Ordinance 20-06

Jim Richmond presented Ordinance 20-06 Abating Taxes on Library's Bonds for Levy Year 2020 and Mary Walter read by title Ordinance 20-06.

Jackie Muscarella made a motion, seconded by Brad Duff-Hudkins to enact the Levy Ordinance No. 20-06 as presented and read by title.

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.

Jim Richmond declared the motion carried and said ordinance adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of The Board of Library Trustees of the Acorn Public Library District, Cook County, Illinois,

B. Enact Ordinance #20-07 Setting the Regular Meeting Dates of the Board of Trustees for 2021 (Roll Call Vote)

Enact Ordinance 20-07

Jim Richmond noted a typo on the agenda, the year listed as 2020. It should read 2021. Jim explained the meetings will continue on the second Wednesday of the month except in May, when the meeting will be on the third Wednesday

Mary Walter made a motion, seconded by Michelle Alfano to enact Enact Ordinance #20-07 Setting the Regular Meeting Dates of the Board of Trustees for 2021.

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. Consideration of Resolution #242 updates to the Policy Manual, Sections, 3.1 Circulation, 3.2 Fines and Fees, 3.3 Interlibrary Loan

Resolution 242

Jim explained that these are the changes that were approved last month.

Jackie Muscarella made a motion, seconded by Brad Duff-Hudkins to adopt Resolution 242 updates to the Policy Manual, Sections, 3.1 Circulation, 3.2 Fines and Fees, 3.3 Interlibrary Loan.

Voice Vote:

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

Nays: None

Motion carried

D. Discussion and Consideration of Resolution #243, a Resolution to Provide Paid Time Off to Staff Diagnosed With or Directly Exposed to COVID-19

Resolution 243

Dorothy explained that the library has been paying staff two weeks in compliance with the FFCRA. That rule is expiring on December 31. Dorothy requested that we continue to pay staff since we have already set the precedent that those with COVID-19 will get 2 weeks off.

Michelle Alfano made a motion, seconded by Mary Walter to adopt Resolution #243, a Resolution to Provide Paid Time Off to Staff Diagnosed With or Directly Exposed to COVID-19.

Voice 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. Discussion of FY21 Per Capita Grant Requirements, Chapters 11-13 of *Serving Our Public 4.0, Standards for Illinois Public Libraries*.

Dorothy read through the checklists of Chapters 11-13 of *Serving Our Public 4.0, Standards for Illinois Public Libraries*.

5. Correspondence

Mary Walter read a letter from a representative of Jehovah's Witness providing the library with a copy of *The Watchtower*.

6. Open Forum

Dorothy shared a free event for Library Trustees on January 20, 2021.

Jackie Muscarella asked if the Santa event was able to happen. Dorothy shared that the program was modified and 56 kids were able to Zoom with Santa instead.

Michelle Alfano asked about the Spanish language statistics.

7. Executive Session – None

8. Adjournment

Mary Walter made a motion, seconded by Jackie Muscarella to adjourn the meeting.

Voice 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 7:36 p.m.

Old Business

**Discussion of Per
Capita Grant
Requirements**

Correspondence

Open Forum

**Executive
Session**

Adjournment

Mary Walter, Secretary

Dated: _____, 2021