

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
February 8, 2017

1. The meeting was called to order at 7:10 p.m.

- A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Ann Harsy, Treasurer; Kimberly Duffy, 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 - None
- D. Approval of and request changes to agenda

Call to Order

Roll Call

Jim Richmond made a motion and Mary Walter seconded to approve the agenda.

Vote:

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

Nays: None

Absent: Vicki Lamm

Motion carried

- E. Public comments

Consent Agenda

2. Consent Agenda

- A. Approval of January 11, 2017, Regular Board Meeting minutes
- B. Treasurer's report

Ann Harsy reported that Illinois Funds is paying .62 percent interest vs. MB Financial at .45 percent on savings.

- C. Approval of bills
- D. General Fund Income and Disbursement report
- E. Monthly staff reports
- F. Committee reports

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

Roll Call Vote:

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

Nays: None

Absent: Vicki Lamm

Motion carried

3. New Business

New Business

- A. Discussion of Alcohol Policy

Alcohol Policy

Zach has done research on Public Act 099-0559 – the Liquor Control Act of 1934, which was amended in July 2016. Under specific conditions, Library's may serve alcoholic beverages. After discussion, it was agreed that Zach will present and discuss with Library attorney.

B. Discussion and consideration of changes to Policy 4.1, Patron Behavior

**Policy 4.1,
Patron Behavior**

Because of the desire to serve liquor in the Acorn Library, Zach has researched what issues need to be changed/updated to the Library Policy 4.1 – Patron Behavior/Code of Conduct. After discussion, the board agreed to the changes.

Jackie Muscarella made a motion and Mary Walter seconded to approve the changes to Policy 4.1, Patron Behavior.

Vote:

Ayes: James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella and Mary Walter

Nays: None

Abstain: Brad Duff-Hudkins

Absent: Vicki Lamm

Motion carried

C. Discussion and consideration of changes to Policy 4.4, Meeting Rooms

**Policy 4.4,
Meeting Rooms**

Because of the desire to serve liquor in meeting rooms at the Library, Zach presented his suggestions for updating/changing of the above Policy. He stated that he has discussed with other library directors.

Mary Walter made a motion and Kim Duffy seconded to approve the changes to Policy 4.4 – Meeting Rooms as stated in Zach’s presentation.

Vote:

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

Nays: None

Absent: Vicki Lamm

Motion carried

D. Discussion and consideration of adding Policy 5.18, Drug Free Workplace

**Policy 5.18, Drug
Free Workplace**

Because of hosting programs and special events that incorporate alcohol, Zach presented to the board a Drug-Free Workplace Policy. He discussed with directors at Evergreen Park Public Library and Indian Prairie Public Library District.

Jim Richmond made a motion and Jackie Muscarella seconded to approve the new Policy 5.18 – Drug Free Workplace.

Vote:

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

Nays: None

Absent: Vicki Lamm

Motion carried

4. Old Business

Old Business

A. Discussion of Participating in Oak Forest’s Eighth Annual Fleadh – Saturday, March 4, 2017

**O.F. Fleadh –
March 4, 2017**

Zach needs to inform the City of number of participants by February 22, 2017.

B. Update on Strategic Planning Process

**Strategic
Planning Process**

Zach stated that all employees have been interviewed. The next step is reviewing at next staff meeting.

5. Correspondence

Correspondence

Jim reported receiving a letter for a reception on March 15, 2017, from the African American Contractors Association.

6. Open Forum

Open Forum

Zach reported that on February 14, 2017, a South Suburban Library Legislative Breakfast will take place from 7:45 – 10:30 a.m. at the Tinley Park Library. On February 18, 2017, an Illinois Library Trustee Forum Workshop will take place from 8AM – 3:30 p.m. at the Chicago Marriott, 1401 West 22nd Street, Oak Brook, Illinois.

7. Executive Session - None

Executive Session

8. Adjournment

Adjournment

Kim Duffy made a motion, seconded by Mary Walter to adjourn the meeting.

Roll Call Vote:

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

Nays: None

Absent: Vicki Lamm

Motion carried.

Meeting adjourned at 8:26 p.m.

James J. Richmond, Secretary

Dated: _____, 2017