

Minutes of the Meeting of the Board  
Of Trustees of the Acorn Public Library  
Library Conference Room  
June 15, 2016

1. The meeting was called to order at 7:03 p.m.

- A. Those present were James J. Richmond, Secretary; Ann Harsy, Treasurer; Kimberly Duffy, Vicki Lamm, 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

Jim Richmond made a motion and Mary Walter seconded to appoint Jackie Muscarella as Acting President for this meeting.

Vote:

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

Nays: None

Absent: Brad Duff-Hudkins

Motion carried

Jim Richmond made a motion and Kim Duffy seconded to approve the agenda.

Vote:

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

Nays: None

Absent: Brad Duff-Hudkins

Motion carried

- E. Public comments

2. Consent Agenda

- A. Approval of May 11, 2016, regular Board meeting minutes
- B. Approval of May 11, 2016, Executive Session meeting minutes
- C. Treasurer's report
- D. Approval of bills
- E. General Fund Income and Disbursement report
- F. Monthly staff reports
- G. Committee reports

Zach reported that for Emagazines, the Library switched from Zinio to Flipster, which patrons are using more often.

Jim Richmond made a motion and Vicki Lamm seconded to approve the Consent Agenda.

Roll Call Vote:

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

Nays: None

Absent: Brad Duff-Hudkins

**Call to Order**

**Roll Call**

**Consent Agenda**

Motion carried

3. New Business

A. Consideration of Resolution No. 212 to adopt Policy 4.9 Security Camera Policy

Jim Richmond made a motion and Mary Walter seconded to approve Resolution No. 212 – Adopt Policy 4.9 Security Camera Policy.

Roll Call Vote:

Ayes: James J. Richmond, Ann Harsy, Kimberly Duffy, Vicki Lamm, Jackie Muscarella and May Walter

Nays: None

Absent: Brad duff-Hudkins

Motions carried

B. Consideration of Resolution No. 213 for Establishing a Fee for Non-Resident Cards

Kim Duffy made a motion and Ann Harsy seconded to approve Resolution No. 213 for Establishing a Fee for Non-Resident Cards.

Roll Call Vote:

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

Nays: None

Absent: Brad Duff-Hudkins

Motion carried

C. Consideration of Prevailing Wage Ordinance – Ordinance No. 16-01

Jim Richmond made a motion and Mary Walter seconded to consider Ordinance No. 16-01 – Prevailing Wage Ordinance.

Roll Call Vote:

Ayes: Ann Harsy, Kimberly Duffy, Vicki Lamm, and Mary Walter

Nays: James J. Richmond and Jackie Muscarella

Absent: Brad Duff-Hudkins

Motion carried

D. Discussion and consideration of approving a Full Time Teen/Young Adult Librarian Position

If approved, Zach stated he will start to advertise for this position sometime in August.

Vicki Lamm made a motion and Mary Walter seconded to approve hiring a full time Teen/Young Adult Librarian.

Vote:

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

Nays: None

Absent: Brad Duff-Hudkins

Motion carried

E. Consideration of Secretary to the Board’s Contract Renewal

Kim Duffy made a motion and Jackie Muscarella seconded to approve renewal of Secretary to the Board’s contract.

**New Business**

**Resolution No. 212 - Security Camera Policy**

**Resolution No. 213 – Fee for Non-Resident Cards**

**Ordinance No. 16-01 – Prevailing Wage Ordinance**

**Full Time Teen/Young Adult Librarian position**

Vote:

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

Nays: None

Absent: Brad Duff-Hudkins

Motion carried

4. Old Business

**Old Business**

A. Report on Memorial Day Ceremony

**Memorial Day Ceremony**

Zach commented and others agreed that the Memorial Day ceremony was well done.

B. Report on May 2016 Book sale event

**May Book Sale**

The book sale went very well. Vicki did a tremendous job of organizing and thanks to all board members who assisted in the preparation. There were 150 hard covers and 150 paperbacks sold with \$907.93 income.

C. Update on IMET Liquidating Trust

**IMET Trust**

Nothing to report.

5. Correspondence

**Correspondence**

Zach received an email from Commander John Domina, Order of the Purple Heart, thanking Kim Duffy for locating a picture album while helping clean out used books. Kim contacted the Military Order of the Purple Heart and Commander Domina of Chapter 252, responded.

6. Open Forum

**Open Forum**

Zach reported that Hearne & Associates, auditors, are searching for an accountant to work with Acorn Library.

There was a brief discussion of caring for the plants and ivy at entrance. Also discussed how Hot Copies works with members and non-members of Acorn Library.

7. Executive Session - None

**Executive Session**

8. Adjournment

**Adjournment**

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

Roll Call Vote:

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

Nays: None

Absent: Brad Duff-Hudkins

Motion carried.

Meeting adjourned at 8:24 p.m.

\_\_\_\_\_  
James J. Richmond, Secretary

Dated: \_\_\_\_\_, 2016