

Minutes of the Meeting of the Board  
Of Trustees of the Acorn Public Library  
Library Conference Room  
August 8, 2018

1. The meeting was called to order at 7:01 p.m.

- A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Ann Harsy, Treasurer; Jackie Muscarella, Barbara Rhodes and Mary Walter, Trustees. Also present were Zach Musil, Director; Nancy Agler, Secretary to the Board.
- B. Quorum determined
- C. Recognition of visitors to meeting - None
- D. Approval of Agenda 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, Jackie Muscarella, Barbara Rhodes and Mary Walter

Nays: None

Absent: Kimberly Duffy

Motion carried

- E. Public comments

**Consent Agenda**

2. Consent Agenda

- A. Approval of July 11, 2018, 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

Ann Harsy discussed with the Board the current and changing interest rates at the banking institutions where the Library has accounts.

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

Roll Call Vote:

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

Nays: None

Absent: Kimberly Duffy

Motion carried

**New Business**

3. New Business

- A. Discussion and consideration of Resolution No. 226 – Dedicating the Conference Room to Acorn Public Library District's First Board of Trustees

**Resolution No. 226. Dedicating Conference Room**

Ann Harsy made a motion and Mary Walter seconded to approve Resolution No. 226 – Dedicating the Conference Room to Acorn Public Library District's first Board of Trustees.

Vote:

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

Nays: None

Absent: Kimberly Duffy

Motion carried

B. Discussion of FY19 Illinois Per Capita Grant Requirements

The FY19 Illinois per Capita Grant is due Tuesday, January 15, 2019.

4. Old Business

A. Update on Audit of Secretary’s Records

Audit was completed on August 8, 2018, by Jackie Muscarella and Mary Walter

B. Update on FY2018 Illinois Public Library Annual Report

Zach reported that he is on schedule to file the report by the September 1, 2018, deadline.

C. Discussion and consideration of Roof Repair Proposals

There was discussion of the roof repair proposals received from Elens & Maichin Roofing Staff & Remodeling, Seal Tight Exteriors and NIR. Proposals for larger roof restoration work were set aside as they were determined to be outside of the scope of the original capital needs plan and too costly, requiring a need for public bidding. Discussion followed regarding the proposals from Seal Tight Exteriors and NIR.

Jim Richmond made a motion, seconded by Barbara Rhodes to accept the NIR proposal.

Vote:

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

Nays: None

Absent: Kimberly Duffy

Motion carried

5. Correspondence – None

6. Open Forum

Zach discussed that he and Karen and investigating replacing the Library’s exterior lights with LED fixtures through the ComEd Public Sector Small Facilities program.

The Library’s 50<sup>th</sup> Anniversary Open House will be September 29. Zach discussed the possibility of having a time capsule ceremony. He also discussed the possibility of having music performers, noting possible cost and space limitations. The board recommended not having a performer, keeping the meeting room open to continual viewings of the anniversary video interviews.

Jim Richmond thanked the Friends for donating a basket to the National Night Out event.

Nancy mentioned the Friends membership meeting is scheduled for Tuesday, August 14, at 11AM.

**FY19 IL per Capita Grant Requirements**

**Old Business**

**Audit Secretary’s records**

**IL Public Library Annual Report**

**Roof Repair proposals**

**Correspondence**

**Open Forum**

**Executive Session**

**Adjournment**

7. Executive Session – None

8. Adjournment

Jackie Muscarella made a motion, seconded by Barbara Rhodes to adjourn the meeting.

Roll Call Vote:

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

Nays: None

Absent: Kimberly Duffy

Motion carried.

Meeting adjourned at 8:21 p.m.

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James J. Richmond, Secretary

Dated: \_\_\_\_\_, 2018