

**MINUTES OF THE MEETING OF THE BOARD
OF TRUSTEES OF THE ACORN PUBLIC LIBRARY
Library Conference Room
March 14, 2012**

1. The meeting was called to order at 7:00 p.m.
2. Those present were Jim Richmond, President, Kimberly Duffy, Treasurer, Jacqueline Muscarella, Secretary, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins, Trustees. Absent: Susan Vigorita, Trustee. Also present were Eric Werthmann, Director, and Debra Tetlak, Secretary to Board.
3. The status of the punch list was briefly discussed.

Call to Order

Roll Call

Consent Agenda

Brad Duff-Hudkins made a motion, seconded by Jackie Muscarella to approve the consent agenda as follows:

- a. Approval of the February 8, 2012 Regular Board Meeting Minutes
- b. Treasurer's Report
- c. Approval of Bills
- d. General Fund Income and Disbursement Report
- e. Director's Report
- f. Departmental Reports
- g. Reports on meetings attended by Board and Staff

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None

Absent: Susan Vigorita.

"6" ayes, "0" nays, "1" absent – Motion carried.

4. Resolution #180 to adopt the revised meeting room policy was discussed next.

Resolution #180

Sheri Halwax made a motion, seconded by Jackie Muscarella to adopt Resolution #180.

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None

Absent: Susan Vigorita.

"6" ayes, "0" nays, "1" absent – Motion carried.

5. It was noted that several of the outdoor lighting fixtures are not in working order. Two bids have been received to replace them. The board opted to take a short recess to view the existing outdoor lighting fixtures.

Lighting Options

Kim Duffy made a motion, seconded by Jackie Muscarella to take a short recess.

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None
Absent: Susan Vigorita.

“6” ayes, “0” nays, “1” absent – Motion carried. Meeting recessed at 7:16 p.m.

Brad Duff-Hudkins made a motion, seconded by Sheri Halwax, to resume the meeting.

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None

Absent: Susan Vigorita.

“6” ayes, “0” nays, “1” absent – Motion carried. The meeting reconvened at 7:36 p.m.

After reviewing the lighting fixtures and placement outside it was decided to opt for the bollard lights as quoted by Marchione. Eric will look into options for spotlights to highlight the flag and building signage.

Martin Durbin made a motion, seconded by Brad Duff-Hudkins to replace the existing lights with the bollard lights.

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None

Absent: Susan Vigorita.

“6” ayes, “0” nays, “1” absent – Motion carried.

6. Each year the Board recognizes the staff for National Library Week which is April 8th through the 14th this year. It was suggested to purchase a Keurig Coffee Maker for staff use in the staff lounge. The Board will also provide some snacks and/or cookies for the staff.

National Library Week

Sheri Halwax made a motion, seconded by Martin Durbin, to purchase a Keurig Coffee Maker.

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None

Absent: Susan Vigorita.

“6” ayes, “0” nays, “1” absent – Motion carried.

7. The mural for the children’s room was discussed. The wall will need to be repainted a sky blue color as a base for the mural. Artist renderings were passed around for the Board to review.
8. The Board discussed changing over to a new style/design for the Acorn Library Card. The new cards could feature a picture of the library. The Board felt the new cards would present a new fresh image for the cards. New cards would be issued to new patrons and as existing patrons renewed their cards.

Mural Update

Library Cards

Jackie Muscarella made a motion, seconded by Brad Duff-Hudkins to purchase the new library cards.

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None
Absent: Susan Vigorita.

“6” ayes, “0” nays, “1” absent – Motion carried.

9. It was noted that there were some complaints about patrons using cell phones and having loud conversations while in the study rooms. Eric will add signage to help eliminate this problem.

Jim noted that the library is being asked to pay for half of the repairs with regard to the pipe that was damaged by Maggio in the parking lot. It is the Board’s opinion that while the pipe may have been old and in poor condition it was still operational until it was damaged by Maggio, rendering it inoperable. Eric will try to renegotiate that. Jim would like at least a 60/40 split with Maggio covering the bulk of the repairs.

Jackie noted that the signage downstairs was incorrect as the study rooms were labeled as computer rooms. This will be corrected.

10. Kim Duffy made a motion, seconded by Brad Duff-Hudkins to adjourn the meeting.

Roll Call Vote:

Ayes: Jim Richmond, Kimberly Duffy, Jacqueline Muscarella, Martin Durbin, Sheri Halwax and Brad Duff-Hudkins.

Nays: None

Absent: Susan Vigorita.

“6” ayes, “0” nays, “1” absent – Motion carried. Meeting adjourned at 8:42 p.m.

Open Forum

Adjournment

Jacqueline Muscarella, Secretary

Dated: _____, 2012