

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
June 18, 2013

1. The meeting was called to order at 7PM.
2. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Sheri Halwax, Treasurer; Kimberly Duffy, Vicki Lamm, and Jackie Muscarella, Trustees. Also present were Eric Werthmann, Director; Nancy Agler, Secretary to the Board; and Patrick Kapala from Murphy & Miller. Absent was: Paula Korzonek, Trustee
3. James J. Richmond made a motion and Kimberly Duffy seconded to move agenda item 3(a) to before the Consent Agenda to give Patrick Kapala, Account Executive from Murphy & Miller the opportunity to give a presentation on boiler replacement options. This motion was approved unanimously. Mr. Kapala then gave his presentation. Following this, there were Q & A. After Mr. Kapala left, the board discussed several issues. Jim Richmond made a motion and Jackie Muscarella seconded to authorize Eric to seek bids for the boiler replacement project.

Call to Order

Roll Call

New Boiler

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Jackie Muscarella and Vicki Lamm

Absent: Paula Korzonek

Nays: None

Motion carried

4. Consent Agenda:

- A. Approval of May 22, 2013, 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

Consent Agenda

The board members inquired about the paper surveys. Eric stated that there have been 40 paper surveys returned as of this date.

Jackie inquired about direct deposits being utilized by the staff. Eric reported that there are a few who do NOT use this service.

Jackie inquired about the sidewalk repair project, which Eric stated is in progress.

The board inquired about evaluations. Eric stated they are almost all completed.

The board discussed if it were possible for staff to wear name tags. This would help patrons to know with whom they are interacting.

Sheri Halwax made a motion and Kim Duffy seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kimberly Duffy, Jackie Muscarella, and Vicki Lamm

Absent: Paula Korzonek

Nays: None

Motion carried

5. New Business

- B. The board discussed of the Cook County Prevailing Wage Ordinance (No. 13-02). Kim Duffy made a motion and Sheri Halwax seconded to approve the Prevailing Wage Ordinance – No. 13-02.

Roll Call Vote:

Ayes: Jim Richmond, Sheri Halwax, Kim Duffy, Jackie Muscarella and Vicki Lamm

Absent: Paula Korzonek

Nays: Brad Duff-Hudkins

Motion carried

- C. After some discussion, Jim Richmond made a motion and Kim Duffy seconded to approve Resolution No. 191 and establish a fee for non-resident cards.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kim Duffy, Jackie Muscarella and Vicki Lamm

Absent : Paula Korzonek

Nays: None

Motion carried

6. Executive Session

At 8:00 p.m., Jim Richmond made a motion and Kim Duffy seconded to enter into Executive Session – Personnel Exception #2(c) (1) to discuss Eric’s performance and salary.

At 8:31 p.m., Jim Richmond made a motion and Sheri Halwax seconded to exit Executive Session.

3. New Business, Continued

- D. After the Executive Session, Kim Duffy made a motion and Jim Richmond seconded to approve the salary scheduled for staff and director.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kim Duffy, Jackie Muscarella and Vicki Lamm

Absent: Paula Korzonek

Nays: None

Motion carried

- E. The board discussed the FY2014 working budget. Sheri Halwax made a motion and Jackie Muscarella seconded to approve the FY2014 Working Budget as presented.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kim Duffy, Jackie Muscarella and Vicki Lamm

Absent: Paula Korzonek

Nays: None

Motion carried

- F. After a brief discussion, Jim Richmond made a motion and Jackie Muscarella seconded to renew the secretarial contract with Nancy Agler from July 1, 2013 to June 30, 2014.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kim Duffy, Jackie Muscarella and Vicki Lamm

Absent: Paula Korzonek

Nays: None

Motion carried

New Business

Prevailing Wage Ordinance #13-02

Resolution #191 Non-resident Card Fees

Executive Session

New Business, Continued

FY2014 Salaries

FY2014 Working Budget

Secretarial Contract

7. Old Business

Jim Richmond gave a positive report on the Oak Forest Memorial Day ceremonies.

8. Correspondence – None

9. Open Forum

Jackie Muscarella inquired about computer classes being offered to patrons and if they are being utilized.

10. Adjournment

Kim Duffy made a motion, seconded by Sheri Halwax to adjourn the meeting.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Sheri Halwax, Kim Duffy, Jackie Muscarella, and Vicki Lamm

Absent: Paula Korzonek

Nays: None

Motion carried.

Meeting adjourned at 8:50 p.m.

Old Business

Correspondence

Open Forum

Adjournment

James J. Richmond, Secretary

Dated: _____, 2013