Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
March 12, 2014

1. The meeting was called to order at 7:03 p.m.
   A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Paula Korzonek, Vicki Lamm and Jackie Muscarella, Trustees. Also present were Eric Werthmann, Director and Nancy Agler, Secretary to the Board.

2. Consent Agenda
   A. Approval of February 12, 2014, Regular Board meeting minutes
   B. Approval of March 5, 2014, Special Board meeting minutes
   C. Treasurer’s report
   D. Approval of bills
   E. General Fund Income and Disbursement report
   F. Director’s report

   Jim Richmond asked about the Per Capita Grant mentioned in Eric’s report. Eric stated it is due in October.
   G. Departmental reports
   H. Reports on meetings attended by board and staff

   Jackie Muscarella made a motion and Vicki Lamm seconded to approve the Consent Agenda.

   Roll Call Vote:
   Ayes: Brad Duff-Hudkins, Jim Richmond, Paula Korzonek, Vicki Lamm and Jackie Muscarella
   Nays: None
   Absent: Sheri Halwax and Kimberly Duffy
   Motion carried

3. New Business
   A. Consideration of changes to the Policy Manual Section, Personnel.

   A lengthy discussion was held regarding several changes. Paula Korzonek made a motion and Vicki Lamm seconded to accept the wording of Section 5.8 (1) (a), Time Off, as written by Eric for new employees receiving vacation time.

   Roll Call Vote:
   Ayes: Brad Duff-Hudkins, Jim Richmond, Paula Korzonek and Vicki Lamm
   Nays: Jackie Muscarella
   Absent: Sheri Halwax and Kimberly Duffy
   Motion carried

   Jackie Muscarella made a motion and Paula Korzonek seconded that under Section 5.8 (1) (b), the Professional Librarian start with two weeks’ vacation in first year and grant an additional week after one year employment.
Roll Call Vote:
Ayes: Brad Duff-Hudkins, Paula Korzonek, Vicki Lamm and Jackie Muscarella
Nays: Jim Richmond
Absent: Sheri Halwax and Kimberly Duffy
Motion carried

Vicki made a motion and Jackie Muscarella seconded to approve changes to Policy Manual section Personnel.

Roll Call Vote:
Ayes: Brad Duff-Hudkins, Jim Richmond, Paula Korzonek, Vicki Lamm and Jackie Muscarella
Nays: None
Absent: Sheri Halwax and Kimberly Duffy
Motion carried

B. Consideration of Resolution No. 197, adopting changes to the Policy Manual section, Personnel.

Jim Richmond made a motion and Paula Korzonek seconded to approve Resolution No. 197, changes to the Policy Manual, Personnel section.

Roll Call Vote:
Ayes: Brad Duff-Hudkins, Jim Richmond, Paula Korzonek, Vicki Lamm and Jackie Muscarella
Nays: None
Absent: Sheri Halwax and Kimberly Duffy
Motion carried

4. Old Business
A. Consideration of revised pay grade structure.

Paula Korzonek made a motion and Jim Richmond seconded to take off the table the revised pay grade structure. All Trustees voted Aye.

Jackie Muscarella made a motion and Vicki Lamm seconded to adopt the revised pay grade structure.

Roll Call Vote:
Ayes: Brad Duff-Hudkins, Paula Korzonek, Vicki Lamm and Jackie Muscarella
Nays: Jim Richmond
Absent: Sheri Halwax and Kimberly Duffy
Motion carried

B. Consideration of agreement to finish creation of new Library website.

Jim Richmond made a motion and Vicki Lamm seconded to accept the agreement to finish creation of a new Library website.

Roll Call Vote:
Ayes: Brad Duff-Hudkins, Jim Richmond, Vicki Lamm and Jackie Muscarella
Nays: None
Abstain: Paula Korzonek
Absent: Sheri Halwax and Kimberly Duffy
Motion carried
5. Correspondence - None

6. Open Forum


7. Executive Session – None

8. Adjournment

Jackie Muscarella made a motion, seconded by Vicki Lamm to adjourn the meeting.

Roll Call Vote:
Ayes: Brad Duff-Hudkins, Jim Richmond, Paula Korzonek, Vicki Lamm and Jackie Muscarella
Nays: None
Absent: Sheri Halwax and Kimberly Duffy
Motion carried.

Meeting adjourned at 8:57 p.m.

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James J. Richmond, Secretary

Dated: ________________________, 2014