

Minutes of the Meeting of the Board of Trustees of the Acorn Public Library
Library Meeting Room, Zoom Video Conferencing

July 14, 2021

Prepared by Dorothy Koll, Library Director

1. The meeting was called to order at 7:00 p.m.

- A. Those present in person were James J. Richmond, President, Mary Walter, Secretary, Brad Duff-Hudkins, Treasurer, Kim Duffy, Jackie Muscarella, and Barbara Rhodes, Trustees. Also present was Dorothy Koll, Director.
- B. Quorum determined
- C. Oath of Office for newly appointed trustee-Kimberly Lavin

Call to Order

Roll Call

Oath of Office

Kimberly Lavin was sworn into office for her new Trustee Term. Roll was taken again recognizing that Kimberly Lavin was present along with James J. Richmond, President, Mary Walter, Secretary, Brad Duff-Hudkins, Treasurer, Kim Duffy, Jackie Muscarella, and Barbara Rhodes, Trustees.

- D. Recognition of visitors at meeting –Brian Lavin and Family
- E. Approval of Agenda and request changes to Agenda

Brad Duff-Hudkins made a motion and Barb Rhodes seconded to approve the agenda.

Voice Vote:

Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Brad Duff-Hudkins, Kim Duffy, Kim Lavin, and Barbara Rhodes

Nays: None

Motion carried

- F. Public comments- The Lavin family said “congratulations mom!”

2. Consent Agenda

- A. Approval of June 9, 2021 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

Consent Agenda

Mary Walter made a motion and Brad Duff-Hudkins seconded to approve the Consent Agenda.

Voice Vote:

Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Brad Duff-Hudkins, Kim Duffy, Kim Lavin and Barbara Rhodes

Nays: None

Motion carried

3. New Business

- A. Authorize the Posting and Publication of Public Notice of the Tentative Budget and Appropriation Ordinance

New Business

Mary Walter made a motion, seconded by Jackie Muscarella to authorize the posting and publication of Public Notice of the Tentative Budget and Appropriation Ordinance

Voice Vote:

Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Brad Duff-Hudkins, Kim Duffy, Kim Lavin and Barbara Rhodes

Nays: None

Motion carried

B. Authorize the Payment of Obligations Incurred in the Prior Fiscal Year

Brad Duff-Hudkins made a motion, seconded by Mary Walter to authorize the payment of obligations incurred in the prior fiscal year.

Voice Vote:

Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Brad Duff-Hudkins, Kim Duffy, Kim Lavin and Barbara Rhodes

Nays: None

Motion carried

C. Appoint Two Trustees to Audit Secretary's Records

Jim Richmond appointed himself and Barb Rhodes to audit the Secretary's Records.

D. Authorize the Library's Annual Audit

Mary Walter made a motion, seconded by Jackie Muscarella authorize the Library's annual audit.

Voice Vote:

Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Brad Duff-Hudkins, Kim Duffy, Kim Lavin and Barbara Rhodes

Nays: None

Motion carried

E. Direct that the Annual Report Be Filed with the Illinois State Librarian

Jim Richmond directed that the annual report be filed with the State Library by September 1, 2021 .

F. Enact Ordinance #21-01 for Additional .02% Tax Levy for the Building Fund

Dorothy explained that this ordinance is passed every year for an additional .02% for the building fund.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Kim Duffy, and Barbara Rhodes

Abstain: Kimberly Lavin

Nays: Brad Duff-Hudkins

Motion carried

G. Discussion of the Restroom Remodeling Project

Dorothy explained that she met with Richard Petricek from Studio GC Architecture. He is the architect that was used for the 2011 library remodeling project. He agreed to develop plans and write the bid for the bathroom remodeling project.

4. Old Business-None

5. Correspondence

Mary Walter read a letter from the City of Oak Forest, a Notice of Proposed Involuntary and Annexation of Territory to the City of Oak Forest.

6. Open Forum

Kim Duffy complimented the new seal coating on the parking lot. Dorothy recognized Karen Miner and Bob Lawrence for their hard work in spreading mulch throughout the outdoor areas of the library.

Dorothy reported that the Summer Reading Program is going well. She also discussed plans to focus on outreach to the schools in the fall. Dorothy shared that the lower level door will be reopened on August 1.

Barb Rhodes asked about the Summer Meals Program. Dorothy gave an update.

Mary Walter asked if the library would continue doing kits as part of programming, Dorothy affirmed that they would.

Kim Duffy asked about the Friends Book Sale. Dorothy shared that it went well and over \$400 was made.

Dorothy brought up the current masking policy. She stated that she would prefer giving it one more month in order to avoid having two classes of people in the library.

7. Executive Session-None

8. Adjournment

Brad Duff-Hudkins made a motion, seconded by Mary Walter to adjourn the meeting.

Voice Vote:

Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Brad Duff-Hudkins, Kim Duffy, Kim Lavin and Barbara Rhodes

Nays: None

Motion carried

Meeting adjourned at 7:53 p.m.

Mary Walter, Secretary

Dated: _____, 2021

Old Business

Correspondence

Open Forum

**Executive
Session**

Adjournment