

Minutes of the Meeting of the Board of Trustees of the Acorn Public Library  
Library Meeting Room, Zoom Video Conferencing  
September 08, 2021  
Prepared by Dorothy Koll, Library Director

1. The meeting was called to order at 7:22 p.m.

- A. Those present in person were James J. Richmond, President, Brad Duff-Hudkins, Treasurer, Kim Lavin, Acting Secretary, Barb Rhodes, Kim Duffy, and Jackie Muscarella, Trustees. Also present was Dorothy Koll, Director.
- B. Quorum determined
- C. Recognition of visitors at meeting –None
- D. Approval of Agenda and request changes to Agenda

**Call to Order**

**Roll Call**

Jackie Muscarella made a motion and Brad Duff-Hudkins seconded to approve the agenda.

Voice Vote:

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

Nays: None

Motion carried

- E. Public comments- None

**Consent Agenda**

2. Consent Agenda

- A. Approval of August 11, 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

Jim and Jackie asked about the elimination of certain magazines and newspapers, as listed in the Director’s Report. Dorothy explained that the library would be ordering magazines directly through Amazon, saving a great deal of money.

Kim Duffy made a motion and Brad Duff-Hudkins seconded to approve the Consent Agenda.

Voice Vote:

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

Nays: None

Motion carried

**New Business**

3. New Business

- A. Enact Budget and Appropriation Ordinance No. 21-02

Dorothy explained that the Ordinance is in the same format as in previous years.

Kim Lavin made a motion, seconded by Barb Rhodes to enact Budget and Appropriation Ordinance No. 21-02.

Roll Call Vote:

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

Nays: None  
Motion carried

B. Authorize Posting and Publication of Certified Copy of Budget and Appropriation Ordinance

Kim Duffy asked where it would be published. Dorothy explained it would be published in the *Daily Southtown* and on the library's website.

Kim Duffy made a motion and Brad Duff-Hudkins seconded to authorize the posting and publication of the certified copy of Budget and Appropriation Ordinance.

Voice Vote:

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

Nays: None

Motion carried

C. Enact Certificate of Estimated Revenue

Brad Duff-Hudkins made a motion, seconded by Jackie Muscarella to enact the Certificate of Estimated Revenue.

Roll Call Vote:

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

Nays: None

Motion carried

D. Semiannual Review of Executive Session Minutes

The Board decided to keep all of the currently closed executive session minutes closed to the public at this time.

E. Discussion and Consideration of Resolution #251, adding to the Policy Manual, Section 3.6, Youth Services and updating the numbering schema of Policy 3.0, Services

Kim Lavin made a motion and Jackie Muscarella seconded to add to the Policy Manual, Section 3.6, Youth Services and updating the numbering schema of Policy 3.0, Services.

Voice Vote:

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

Nays: None

Motion carried

F. Discussion and Consideration of adding Filtering, to section 3.7, Computers and Wireless Networks

Dorothy explained that she was proposing filtering the network, disallowing pornography access, in order to become CIPA compliant and to qualify for e-rate discounts and federal grant opportunities. Brad Duff-Hudkins made objection to filtering the Computer and Wireless network. Kim Duffy, Barb Rhodes, and Jackie Muscarella asked for more information.

G. Discussion and Consideration of Resolution #252, adding Filtering, to section 3.7, Computers and Wireless Networks

Resolution #252 was tabled until a later date.

Kim Duffy made a motion and Kim Lavin seconded to table the discussion on filtering and to consider Resolution #252 until a later date.

Voice Vote:

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

Nays: None

Motion carried

H. Discussion and Consideration Closing the Library for a Staff In-Service on Friday, December 3, 2021

Dorothy asked to close the Library on December 3, 2021 for an all-staff in-service day.

Brad Duff-Hudkins made a motion and Kim Duffy seconded to close the Library for a staff in-service on Friday, December 3, 2021.

Voice Vote:

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

Nays: None

Motion carried

4. Old Business

A. Update on FY2021 Illinois Public Library Annual Report

**Old Business**

Dorothy shared that the report was submitted.

B. Discussion on the Requirements for the FY22 Per Capita Grant

Dorothy and the Board went over chapters 1-4 of *Serving Our Public 4.0*.

**Correspondence**

5. Correspondence-None

6. Open Forum

**Open Forum**

Brad Duff-Hudkins said that he liked the Annual Report Dorothy made for the public.

Dorothy announced that the community expo will be October 16, 2021.

**Executive Session**

7. Executive Session-None

8. Adjournment

**Adjournment**

Kim Lavin made a motion, seconded by Barb Rhodes to adjourn the meeting.

Voice Vote:

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

Nays: None

Motion carried

Meeting adjourned at 8:18 p.m.

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Mary Walter, Secretary

Dated: \_\_\_\_\_, 2021