

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

October 13, 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, Brad Duff-Hudkins, Treasurer, Mary Walter, Secretary, Barb Rhodes, Kim Duffy, Kim Lavin, 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 Mary Walter seconded to approve the agenda.

Voice Vote:

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

Nays: None

Motion carried

- E. Public comments- None

**Consent Agenda**

2. Consent Agenda

- A. Approval of September 8, 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

Jackie had a question about the vacancy in Technical Services. Dorothy explained there is a 15 hour per week part time position open in that department.

Jackie asked about the fee for the Study Rooms. Dorothy has said that there have been no complaints.

Mary Walter made a motion and Barb Rhodes seconded to approve the Consent Agenda.

Voice Vote:

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

Nays: None

Motion carried

**New Business**

3. New Business

- A. Discussion of 2021 Levy Ordinance No. 21-03 and Determination of Levy Amount

Dorothy explained that this is the prepared levy, to be voted on in November.

B. Discussion and Consideration to add to the Policy Manual, Section 5.9.6, *Parental Leave*

Dorothy proposed to add this policy to support the library's equity, diversity, and inclusion initiative and to keep in line with the benefit packages of other libraries. Kim Lavin addressed the Foster Care provision of the policy. The Board decided to omit that provision within the policy.

Brad Duff-Hudkins made a motion and Barb Rhodes seconded to add to the Policy Manual, Section 5.9.6, *Parental Leave* with the retraction of the Foster Care provision.

Voice Vote:

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

Nays: None

Motion carried

C. Discussion and Consideration of Open Enrollment Benefits Package for 2022

Dorothy proposed keeping the library's 95% coverage of all full-time employees for the Aetna HSA plan offered through LIMRiCC with the \$1000 incentive. She also proposed adding 50% coverage for spouse and family with no added incentive.

Mary Walter made a motion, seconded by Kim Lavin to approve the Open Enrollment Benefits Package for 2022.

Voice Vote:

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

Nays: None

Abstain: Jackie Muscarella

Motion carried

D. Discussion of Annual Community Expo, October 16, 2021

Dorothy shared that the Expo was the following Saturday from 9:00-1:00 at Arbor Park Middle School.

4. Old Business

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

**Old Business**

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 objections to filtering the Computer and Wireless network.

Voice Vote:

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

Nays: Brad Duff-Hudkins, Kim Lavin

Motion carried

A. Discussion of FY22 Per Capita Grant Requirements, Chapters 5-7 of *Serving Our Public 4.0*, Standards for Illinois Public Libraries

Dorothy and the Board went over chapters 5-7 of *Serving Our Public 4.0*.

5. Correspondence

Mary Walter read correspondence from the City of Oak Forest regarding at TIF district near I57, 167<sup>th</sup> Street, and Cicero Avenue.

6. Open Forum

Jim announced that the annual city Christmas party is scheduled for December 3. The city reached out to see if the library was still interested in attending, at the cost of the dinner. The board decided to not participate.

Kim Duffy asked for an update form the Friends of the Library. Dorothy shared that they got some new shelves for their sales room. Jackie shared that they would have tables in the library during National Friends of the Library Week.

7. Executive Session-None

8. Adjournment

Kim Lavin made a motion, seconded by Mary Walter to adjourn the meeting.

Voice Vote:

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

Nays: None

Motion carried

Meeting adjourned at 8:20 p.m.

**Correspondence**

**Open Forum**

**Executive Session**

**Adjournment**

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Mary Walter, Secretary

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