

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

May 11, 2022

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, Jackie Muscarella, Kim Lavin, Barb Rhodes, and Kim Duffy, 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**

Jim Richmond proposed moving item 3A, Discussion and Consideration of FY23 Working Budget until after the Executive Session.

Brad Duff-Hudkins made a motion and Mary Walter seconded to approve the agenda with the changes suggested by Jim.

Voice Vote:

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

Nays: None

Motion carried

- E. Public comments

Jim recognized the passing of long time trustee Ronald Harley.

**Consent Agenda**

2. Consent Agenda

- A. Approval of April 13, 2022 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

The Board asked Dorothy about the damages to the roof sustained in the April 14 wind storm and the repairs that were being made.

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

Voice Vote:

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

Nays: None

Motion carried

**New Business**

3. New Business

- B. Discussion of Summer Reading Large Events

Dorothy shared some of the many events taking place at the library this summer.

C. Discussion of Annual City of Oak Forest Memorial Day Ceremony

Dorothy asked the board if they wanted to participate in the City's annual Memorial Day Ceremony. Mary, Barb, and Jackie said they would participate.

D. Discussion and Consideration updates to the Policy Manual, Section, 3.2 Fines and Fees

Dorothy proposed changes to the Fines and Fees schedule to update computer usage fines and to include fines for the new "Library of Things."

Brad Duff-Hudkins made a motion and Jackie Muscarella seconded to approve the changes to the Policy Manual, Section 3.2 Fines and Fees.

Voice Vote:

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

Nays: None

Motion carried

E. Discussion and Consideration updates to the Policy Manual, Section, 3.7 Wireless and Computer Networks

Dorothy proposed changing the fines for using the computers. Cardholders will no longer have to pay to extend their time, and non-cardholders will get two hours free.

Brad Duff-Hudkins made a motion and Mary Walter seconded to approve the changes to the Policy Manual, Section 3.7 Computers and Wireless Networks.

Voice Vote:

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

Nays: None

Motion carried

F. Discussion and Consideration updates to the Policy Manual, Section, 4.5 Study Rooms.

Dorothy proposed removing the \$1.00 fee for study room usage for cardholders.

Brad Duff-Hudkins made a motion and Barb Rhodes seconded to approve the changes to the Policy Manual, Section 4.5 Study Rooms.

Voice Vote:

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

Nays: None

Motion carried

G. Discussion of Age Options \$7500 Grant for programs and services for Older Adults

Dorothy shared plans for the Grant.

4. Old Business

A. Discussion of 2022 Toilet Room Renovation Project

**Old Business**

Dorothy shared the updates on the renovation project, hopefully starting at the end of May.

5. Correspondence-None

**Correspondence**

6. Open Forum

**Open Forum**

Jackie asked some questions about the SWAN statistics report included in the board packet.

7. Executive Session

**Executive Session**

a. Personnel - exception 5 ILCS 120/2(c)(1)

Kim Duffy made a motion to go into executive session seconded by Mary Walter at 7:31pm.

Voice Vote:

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

Nays: None

Motion carried

Brad Duff-Hudkins made a motion, seconded by Mary Walter to exit executive session and resume the regularly scheduled meeting at 7:55pm.

Voice Vote:

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

Nays: None

Motion carried

Kim Duffy made a motion, seconded by Mary Walter to approve the Director's Salary as discussed in executive session.

Voice Vote:

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

Nays: None

Motion carried

**Item 3A**

3. New Business

A. Discussion and Consideration of FY23 Working Budget

Brad Duff-Hudkins made a motion, seconded by Jackie Muscarella to approve the FY23 Working Budget.

Voice Vote:

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

Nays: None

Motion carried

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

**Adjournment**

Voice Vote:

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

Nays: None

Motion carried

Meeting adjourned at 7:58 p.m.

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Mary Walter, Secretary

Dated: \_\_\_\_\_, 2022