

Minutes of the Meeting of the Board of Trustees of the Acorn Public Library
Library Meeting Room, Zoom Video Conferencing
February 9, 2022
Prepared by Dorothy Koll, Library Director

1. The meeting was called to order at 7:06 p.m.

- A. Those present in person were James J. Richmond, President, Brad Duff-Hudkins, Treasurer, Jackie Muscarella, Kim Lavin, 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**

Brad Duff-Hudkins made a motion, seconded by Kim Duffy to nominate Jackie Muscarella to serve as Acting Secretary.

Voice Vote:

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

Nays: None

Motion carried

Kim Duffy made a motion and Jackie Muscarella seconded to approve the agenda.

Voice Vote:

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

Nays: None

Motion carried

- E. Public comments- None

2. Consent Agenda

- A. Approval of January 12, 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

Consent Agenda

Kim Lavin made a motion and Kim Duffy seconded to approve the Consent Agenda.

Voice Vote:

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

Nays: None

Motion carried

3. New Business

- A. Discussion and Consideration of Resolution #254, adding to the Policy Manual, 5.0 Personnel, Background Checks.

New Business

Jackie Muscarella made a motion and Brad Duff-Hudkins seconded to approve Resolution #254 to add to the Policy Manual, 5.0 Personnel, Background Checks.

Voice Vote:

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

Nays: None

Motion carried

B. Discussion and Consideration of FY23 Employee Pay Scale

Dorothy proposed a pay scale for fiscal year 2023 that would raise the minimum tier to meet the January 1, 2023 minimum wage. The rest of the scale will remain the same.

Voice Vote:

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

Nays: None

Motion carried

C. Discussion of FY23 Employee Evaluations and Raises

Dorothy proposed a 7% cost of living adjustment in lieu of a merit based raise for FY2023 to meet the increase in inflation.

Voice Vote:

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

Nays: None

Motion carried

4. Old Business-None

5. Correspondence-None

6. Open Forum

Old Business

Correspondence

Open Forum

Jim asked Dorothy about the Fleadh. Dorothy let the board know that volunteers are needed to march in the parade.

The Board complimented Dorothy for the article in Oak Forest Neighbors Magazine.

Dorothy let the Board know that the previously free Google Workspace the library uses for email and web based data, would start to cost \$6 per user, per month.

Dorothy shared with the Board that according to the Illinois State Library the official 2020 census data for the district dropped 17%.

Dorothy shared with the board that the bathroom remodeling project will be advertised for bid by the end of February.

The Board discussed how the Illinois mask mandate will be lifted on February 28 and the library will follow suit.

Dorothy shared plans for the Summer Reading Program.

Kim Duffy asked about the MicroPantry. Dorothy said that it was going really well. A generous patron donated \$500 in gift cards to fund the pantry.

Executive Session

7. Executive Session-None

8. Adjournment

Kim Duffy made a motion, seconded by Jackie Muscarella to adjourn the meeting.

Voice Vote:

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

Nays: None

Motion carried

Meeting adjourned at 7:57 p.m.

Mary Walter, Secretary

Dated: _____, 2022