

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

December 14, 2022

Prepared by Dorothy Koll, Library Director

1. The meeting was called to order at 7:02 p.m.

- A. Those present in person were James J. Richmond, President, Mary Walter, Secretary, Jackie Muscarella, Barb Rhodes, 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**

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

Voice Vote:

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

Nays: None

Motion carried

- E. Public comments-None

Consent Agenda

2. Consent Agenda

- A. Approval of November 9, 2022 Hearing Minutes
- B. Approval of November 9, 2022 Regular Board Meeting Minutes
- C. Treasurer's Report
- D. Approval of Bills
- E. General Fund Income and Disbursement Report
- F. Monthly Staff Reports
- G. Committee Reports

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

Voice Vote:

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

Nays: None

Motion carried

3. New Business

New Business

- A. Enact Ordinance #22-06 Abating Taxes on Library's Bonds for Levy Year 2022

Jackie Muscarella made a motion and Mary Walter seconded to enact ordinance number 22-06 abating the taxes on the library's bonds for levy year 2022.

Roll Call Vote:

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

Nays: None

Motion carried

B. Enact Ordinance #22-07 Setting the Regular Meeting Dates of the Board of Trustees for 2023

Mary Walter made a motion and Barb Rhodes seconded to enact ordinance 22-07, setting the regular meeting dates of the Board of Trustees for 2023.

Roll Call:

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

Nays: None

Motion carried

C. Discussion and Consideration of Resolution #261 updating the policy manual section 5.8.4, Holidays, to exclude President's Day and to give staff members a floating holiday

Mary Walter made a motion and Jackie Muscarella seconded to approve resolution 261, updating the policy manual section 5.8.4, Holidays, to exclude President's Day and to give staff members a floating holiday.

Voice Vote:

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

Nays: None

Motion carried

D. Discussion and Consideration of Resolution #262 updating the policy manual section 5.9.5, General Leave of Absence, to Family Medical Leave Act

Mary Walter made a motion and Barb Rhodes seconded to approve resolution 262, updating the policy manual section 5.9.5, General Leave of Absences to Family Medical Leave Act.

Voice Vote:

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

Nays: None

Motion carried

E. Discussion of switching the library's legal counsel to Klein, Thorpe, and Jenkins, Ltd.

Dorothy proposed changing the library's legal counsel to Klein, Thorpe, and Jenkins, Ltd. The board discussed the pros and cons and ultimately decided to make the change. They instructed Dorothy inform KTJ and to write a letter to the former legal counsel, Phil Lenzini. Kim Lavin made a motion and Mary Walter seconded to switch the library's legal counsel to Klein, Thorpe, and Jenkins, Ltd.

Voice Vote:

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

Nays: None

Motion carried

F. Discussion and Consideration of removing the glass wall that creates the "Computer Lab" in the Youth Services Department.

Dorothy informed the board that due to a communication error, Construction Solutions of Illinois prematurely removed the wall between the former computer lab and youth services. The space will be retooled as a tween/teen area.

4. Old Business

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

Old Business

The board read through the final chapters of *Serving Our Public 4.0 Standards for Illinois Public Libraries*.

5. Correspondence-None

Correspondence

6. Open Forum

Kim Duffy shared that she attended the library's genealogy program and recommended it. She shared that this monthly program had a lot of resources that the public may enjoy.

Open Forum

7. Executive Session-none

Executive Session

Mary Walter made a motion and Kim Duffy seconded to adjourn the meeting.

Voice Vote:

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

Nays: None

Motion carried

Adjournment

Meeting adjourned at 7:58 p.m.

Mary Walter, Secretary

Dated: _____
_____, 2022