

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

July 12, 2023

Prepared by Dorothy Koll, Library Director

1. The meeting was called to order at 7:00 p.m.

- A. Those present in person were Jim Richmond, President, Mary Walter, Secretary, Brad Duff-Hudkins, Treasurer, Jackie Muscarella, and Kim Lavin, Trustees. Also present was Dorothy Koll, Director.
- B. Quorum determined
- C. Oath of Office for newly appointed trustee

**Call to Order
Roll Call**

Charles Howell was sworn in for his appointed term.

Roll was called again. All trustees were present.

- D. Recognition of visitors at meeting –Sophie, August, Kristy, and Juliette Howell
- E. Approval of Agenda and request changes to Agenda

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

Voice Vote:

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

Nays: None

Motion carried

- F. Public Comments

Mary Walter made note of the great attendance of the summer programs.

2. Consent Agenda

- A. Approval of June 14, 2023 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

Mary Walter made a motion and Jackie Muscarella seconded to approve the Consent Agenda.

Voice Vote:

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

Nays: None

Motion carried

New Business

3. New Business

- A. Authorize the Posting and Publication of Public Notice of the Tentative Budget and Appropriation Ordinance

Brad Duff-Hudkins made a motion and Mary Walter seconded to authorize the posting and publication of the public notice of the tentative Budget and Appropriation Ordinance.

Roll Call Vote:

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

Nays:

Motion carried

B. Authorize the Payment of Obligations Incurred in the Prior Fiscal Year

Mary Walter made the motion and Barb Rhodes seconded to authorize the payment of obligations incurred in the prior fiscal year.

Roll Call Vote:

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

Nays: None

Motion carried

C. Appoint Two Trustees to Audit Secretary's Records

Jim Richmond appointed Barb Rhodes and Kim Lavin to audit the secretary's records.

D. Authorize the Library's Annual Audit

Kim Lavin made a motion and Mary Walter seconded to authorize GRA to complete the Library's Annual Audit.

Roll Call Vote:

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

Nays:

Motion carried

E. Direct that the Annual Report Be Filed with the Illinois State Librarian

Jim Richmond directed Dorothy Koll to complete and file the annual report with the state librarian.

F. Enact Ordinance #23-01 for Additional .02% Tax Levy for the Building Fund

Barb Rhodes made a motion and Mary Walter seconded to enact ordinance #23-01 for an additional .02% tax levy for the building fund.

Roll Call Vote:

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

Nays: Brad Duff-Hudkins

Motion carried

G. Discussion and Consideration of Resolution #270 updates to the Policy Manual, Section 3.5, Reference & Section 3.6, Youth Services

Mary Walter made a motion and Jackie Muscarella seconded to approve Resolution #270, updating sections 3.5 and 3.6 of the Policy Manual.

Voice Vote:

Ayes: Kim Lavin, Jim Richmond, Jackie Muscarella, Barb, Rhodes, and Mary Walter

Nays:
Abstain: Brad Duff-Hudkins, Charles Howell
Motion carried

H Discussion and Consideration of updates to the Policy Manual, Section 4.1 Patron Behavior/Code of Conduct

Dorothy shared with the board proposed updates to section 4.1 of the Policy Manual.

Brad Duff-Hudkins made a motion and Mary Walter seconded to update section 4.1 of the Policy Manual, Patron Behavior/Code of Conduct.

Voice Vote:
Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Barb Rhodes, Kim Lavin, Charles Howell, and Brad Duff-Hudkins
Nays:
Motion carried

- 4. Old Business
- 5. Correspondence-None
- 6. Open Forum

Dorothy Koll discussed holding a safety day for staff development.
Jackie Muscarella asked about the teen room.
Brad Duff-Hudkins asked about the new anti-book banning state law.
Barb Rhodes shared that the Friend’s Book Sale was a great success.

- 7. Executive Session- None
- 8. Adjournment

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

Voice Vote:
Ayes: James J. Richmond, Mary Walter, Jackie Muscarella, Barb Rhodes, Kim Lavin, Charles Howell, and Brad Duff-Hudkins
Nays: None
Motion carried

Meeting adjourned at 7:42 p.m.

Mary Walter, Secretary

Dated: _____
_____, 2023

Old Business

Correspondence

Open Forum

Executive Session

Adjournment