

Minutes of the Meeting of the Board of Trustees of the Acorn Public Library  
Library Meeting Room, Zoom Video Conferencing  
September 11, 2024  
Prepared by Dorothy Koll, Library Director

1. The meeting was called to order at 7:15 p.m.

- A. Those present in person were Jim Richmond, President, Mary Walter, Secretary, Brad Duff-Hudkins, Treasurer, Charles Howell, and Kim Lavin, 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 Kim Lavin seconded to approve the agenda.

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

- E. Public Comments

2. Consent Agenda

- A. Approval of August 14, 2024 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 Mary Walter seconded to approve the Consent Agenda.

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

3. New Business

- A. Enact Budget and Appropriation Ordinance No. 24-02.

**New Business**

Brad Duff-Hudkins made a motion and Mary Walter seconded to enact Budget and Appropriation Ordinance No. 24-02.

Roll Call Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

- B. Authorize Posting and Publication of Certified Copy of Budget and Appropriation Ordinance

Mary Walter made a motion and Charles Howell seconded to authorize the posting and publication of the certified copy of the Budget and Appropriation Ordinance.

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

#### C. Enact Certificate of Estimated Revenue

Mary Walter made a motion and Charles Howell seconded to enact the Certificate of Estimated Revenue.

Roll Call Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

#### D. Discussion of 2024 Levy Ordinance No. 24-03 and Determination of Levy Amount

Dorothy shared the draft of the 2024 Levy Ordinance that will be passed at the November meeting.

#### E. Discussion and Consideration of Resolution 279, a Resolution to Include Compensation Paid Under an IRC Section 125 Plan as IMRF Earnings

Mary Walter made a motion and Brad Duff-Hudkins seconded to adopt Resolution 279.

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

#### F. Discussion and Consideration of Resolution 280, updates to the Policy Manual, Section 1, Administration

Mary Walter made a motion and Kim Lavin seconded to adopt Resolution 280.

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

#### G. Discussion and Consideration of Resolution 281, adopting changes made in 2024 to the Policy Manual

Mary Walter made a motion and Brad Duff-Hudkins seconded to adopt Resolution 281.

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

4. Old Business

- A. Discussion and Consideration of allowing Better World Books to install a drop box at the Library

The Board reviewed the agreement and decided to decline to allow Better World Books to install a drop box at the Library.

Brad Duff-Hudkins made a motion and May Walter seconded to decline to allow Better World Books to install a drop box at the Library.

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

**Old Business**

- B. Discussion of FY25 Illinois Per Capita Grant Requirements

The Board reviewed chapters 8-13 of *Serving Our Public Illinois 4.0, Standards for Illinois Libraries*.

- 5. Correspondence- Mary Walter read a letter from RAILS about Library Advocacy.

**Correspondence**

- 6. Open Forum

**Open Forum**

Dorothy shared the auditor would be coming on September 26. Dorothy shared that she anticipates the audit and open enrollment will be included on the November agenda.

- 7. Executive Session-None

**Executive Session**

- 8. Adjournment

**Adjournment**

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

Voice Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

Meeting adjourned at 8:07 p.m.

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Mary Walter, Secretary

Dated: \_\_\_\_\_  
\_\_\_\_\_, 2024