

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

October 09, 2024

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, Charles Howell, Jackie Muscarella, Barb Rhodes, and Kim Lavin, Trustees. Also present was Jane Young, Circulation Manager.
- 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, Jackie Muscarella, Barb Rhodes, Charles Howell, Mary Walter, Kim Lavin

Nays: None

Motion carried

- E. Public Comments

2. Consent Agenda

- A. Approval of September 11, 2024 Public Hearing Minutes
- B. Approval of September 11, 2024 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

**Consent Agenda**

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

Voice Vote:

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

Nays: None

Motion carried

3. New Business

- A. Discussion of Semiannual Review of Executive Session Minutes

The board chose by consensus to leave the three Executive Session minutes closed. The board will review this decision in April 2025.

- B. Discussion of Annual Community Expo, October 19, 2024

Jane let the Board know that Kortni Springer, Adult Service Manager, will attend the expo. Jim Richmond will also attend. Barb Rhodes may attend.

- C. Discussion and Consideration of Library Employee Appreciation Day for 2025

**New Business**

Jane was asked if staff would appreciate something else and if there is ever any issue with scheduling these days off. Jane advised that time off is really valuable to employees and that we don't have issues with scheduling this time off for staff.

Charles Howell made a motion and Mary Walter seconded to approve the Library Employee Appreciation Day for 2025.

Roll Call Vote:

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

Nays: None

Motion carried

4. Old Business

A. Discussion of 2024 Levy Ordinance No. 23-04 and Determination of Levy Amount

Jim Richmond stated that there was something he questioned at the last meeting but Dorothy corrected and it was sorted out last month. No other concerns or changes. The board agreed it will be left exactly the way it is and they will be ready to enact and approve at next meeting.

5. Correspondence- None

6. Open Forum

Charles Howell asked about the Halloween Party. Jane advised that it is on Halloween from 4-6 and that there will be trick or treating around the Library, crafts and games and that staff dress up. Charles stated that he will be sure to let his wife know about it.

7. Executive Session-None

8. Adjournment

Mary Walter made a motion and Charles Howell seconded to adjourn the meeting.

Voice Vote:

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

Nays: None

Motion carried

Meeting adjourned at 7:13 p.m.

\_\_\_\_\_  
Mary Walter, Secretary

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

**Old Business**

**Correspondence**

**Open Forum**

**Executive Session**

**Adjournment**