

Minutes of the Meeting of the Board of Trustees of the Acorn Public Library
Library Meeting Room, Zoom Video Conferencing
January 8, 2025
Prepared by Dorothy Koll, Library Director

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

- A. Those present in person were James J. Richmond, President, Brad Duff-Hudkins, Treasurer, Charles Howell, Mary Walter, Secretary, Jackie Muscarella and Kim Lavin, Barb Rhodes, Trustees. Also present was Dorothy Koll, Director.
- B. Quorum determined
- C. Recognition of visitors at meeting – Michelle Alfano.
- D. Approval of agenda.

**Call to Order
Roll Call**

Kim Lavin made a motion and Barb Rhodes seconded to approve the agenda.

Voice Vote:

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

Nays: None

Motion carried

E. Public Comments

Michelle Alfano requested that the board consider the possibility of being open on Sundays. Additionally, she asked them to review the letter she sent in November, which included her recommendation for a motivational guest speaker for the library.

Consent Agenda

2. Consent Agenda

- A. Approval of December 11, 2025 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

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

Voice Vote:

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

Nays: None

Motion carried

New Business

3. New Business

- A. Discussion and Consideration of updates to the Policy Manual, Section 4.4, Meeting Rooms

Dorothy suggested updating the Meeting Room Policy to include the Storytime Room for meeting room reservations.

Barb Rhodes made a motion and Mary Walter seconded to the updates to section 4.4 of the policy manual.

Voice Vote:

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

Nays: None

Motion carried

B. Discussion and Consideration of adding to the Policy Manual, Section 4.4.1, After Hours Meeting Rooms

Dorothy suggested adding a new policy to allow the public to rent the large meeting room on Sundays and Friday evenings for personal use.

Mary Walter made a motion and Charles Howell seconded to the updates to section 4.4 of the policy manual.

Voice Vote:

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

Nays: None

Motion carried

C. Discussion and Consideration of updates to the Meeting Room Applications

Mary Walter made a motion and Charles Howell seconded to approve the updates to the Meeting Room Applications.

Voice Vote:

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

Nays: None

Motion carried

D. Discussion and Consideration of Resolution 282 Amending the amended Intergovernmental Agreement providing for risk management and authorizing membership in the Library Insurance Management and Risk Control Combination to allow for substantive amendments to the Intergovernmental Agreement.

Kim Lavin made a motion and Mary Walter seconded to approve Resolution 282.

Voice Vote:

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

Nays: None

Motion carried

- E. Discussion and Consideration of Resolution 283 Amending the amended Intergovernmental Agreement providing for risk management and authorizing membership in the Library Insurance Management and Risk Control Combination to allow for administrative amendments to the Intergovernmental Agreement.

Mary Walter made a motion and Barb Rhodes seconded to approve Resolution 283.

Voice Vote:

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

Nays: None

Motion carried

- F. Discussion of Participating in Oak Forest’ “Fleadh” – Saturday, March 1, 2025

Dorothy shared that the library will be participating in the annual Fleadh, and encouraged the Board to attend.

4. Old Business-

5. Correspondence – Cindy Brenner wrote the Board thanking them for the LEAD day and other holiday treats.

6. Open Forum –

Dorothy shared that that the staff is moving to Paylocity for payroll. She thanked Karen for her hard work on this project.

7. Executive Session – None

8. Adjournment

Jackie Muscarella made a motion and Mary Walter seconded to adjourn the meeting.

Voice Vote:

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

Nays: None

Motion carried

Meeting adjourned at 7:32 p.m.

Mary Walter, Secretary

Dated: _____
_____, 2025

Old Business

Correspondence

Open Forum

Executive Session

Adjournment

January 8, 2025