

Minutes of the Meeting of the Board of Trustees of the Acorn Public Library
Library Meeting Room, Zoom Video Conferencing
December 10, 2025
Prepared by Dorothy Koll, Library Director

1. The meeting was called to order at 7:01 p.m.

- A. Those present in person were Charles Howell, President, Jim Richmond, Secretary, Jackie Muscarella, Treasurer, Kim Lavin, Trustee. Also present was Dorothy Koll, Director.
- B. Quorum determined
- C. Recognition of visitors at meeting - None
- D. Approval of agenda.

**Call to Order
Roll Call**

Jim Richmond made a motion and Kim Lavin seconded to approve the agenda.

Voice Vote:

Ayes: Charles Howell, Jim Richmond, Jackie Muscarella, Kim Lavin

Nays: None

Motion carried

E. Public Comments-None

2. Consent Agenda

- A. Approval of November 12, 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

Consent Agenda

Kim Lavin made a motion and Jackie Muscarella seconded to approve the Consent Agenda.

Voice Vote:

Ayes: Charles Howell, Jim Richmond, Jackie Muscarella, Kim Lavin

Nays: None

Motion carried

3. New Business

- A. Enact Ordinance #25-06 Abating Taxes on Library's Bonds for Levy Year 2025

New Buisness

The Board enacted Ordinance 25-06 abating taxes on the library's bonds for levy year 2025.

Jim Richmond made a motion and Jackie Muscarella seconded to enact Ordinance 25-06.

Roll Call Vote:

Ayes: Charles Howell, Jim Richmond, Jackie Muscarella, Kim Lavin

Nays: None

Abstain: None
Motion carried

B. Enact Ordinance #25-07 Setting the Regular Meeting Dates of the Board of Trustees for 2026

The board noticed an error for the meeting date set in December. The date should read December 9, 2026, and instead read December 19. The board chose to approve and enact the ordinance after amending that date.

Jackie Muscarella made a motion and Jim Richmond seconded to enact ordinance 25-07, setting the regular meeting dates for 2026, as amended.

Roll Call Vote:

Ayes: Charles Howell, Jim Richmond, Jackie Muscarella, Kim Lavin

Nays: None

Abstain: None

Motion carried

4. Old Business

A. Discussion of the FY26 Per Capita Grant Requirements.

The Board reviewed the following standards: Human Resources, Information Services, Marketing and Promotion, Programming, Safety & Emergency, and Technology.

5. Correspondence – None

6. Open Forum –

Dorothy shared the upcoming program featuring Santa and other holiday offerings.

7. Executive Session – none

8. Adjournment

Kim Lavin made a motion and Jim Richmond seconded to adjourn the meeting.

Voice Vote:

Ayes: Charles Howell, Jim Richmond, Jackie Muscarella, Kim Lavin,

Nays: None

Motion carried

Meeting adjourned at 7:51 p.m.

James J. Richmond, Secretary

Dated: _____,
_____, 2025

Old Business

Correspondence

Open Forum

Executive Session

Adjournment

December 10, 2025