

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
November 14, 2018

1. The meeting was called to order at 7:04 p.m.

- A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Ann Harsy, Treasurer; Kimberly Duffy, Jackie Muscarella, and Mary Walter, Trustees. Also present were Zach Musil, Director; Nancy Agler, Secretary to the Board.
- B. Quorum determined
- C. Recognition of visitors to meeting - None
- D. Approval of Agenda and request changes to Agenda

Call to Order

Roll Call

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

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella, and Mary Walter
Nays: None
Absent: Barbara Rhodes
Motion carried

- E. Public comments - None

Consent Agenda

2. Consent Agenda

- A. Approval of October 10, 2018, 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

Jim Richmond made a motion and Mary Walter seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy and Mary Walter
Nays: None
Absent: Barbara Rhodes
Motion carried

3. New Business

New Business

- A. Enact Levy Ordinance No. 18-04 and Authorize Filing of Certified Copy of Ordinance.

**Levy Ordinance
No. 18-04**

Jim Richmond made a motion and Jackie Muscarella seconded to approve Levy Ordinance No. 18-04 and authorize filing of Certified Copy of Ordinance.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella and Mary Walter

Nays: None

Absent: Barbara Rhodes

Motion carried

- B. Enact Certificate of Compliance with Truth in Taxation Law and authorize filing of Certificate.

Certificate of Compliance with Truth in Taxation Law

Jackie Muscarella made a motion, seconded by James J. Richmond to enact Certificate of Compliance with Truth in Taxation Law and file Certificate.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy Jackie Muscarella and Mary Walter

Nays: None

Absent: Barbara Rhodes

Motion carried

- C. Enact Ordinance No. 18-05 Authorizing Reduction of Tax Extension for Levy Year 2018, as necessary; and Authorize filing of Ordinance.

Ordinance No. 18-05

Mary Walter made a motion, seconded by James J. Richmond to Enact Ordinance No. 18-05, authorizing filing of Ordinance.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella and Mary Walter

Nays: None

Absent: Barbara Rhodes

Motion carried

NOTE: 7:10 p.m. – Arrival of Barbara Rhodes.

- D. Discussion and Approval of Annual Audit report.

Annual Audit report

Kimberly Duffy made a motion, seconded by Mary Walter to approve the Annual Audit Report.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella, Barbara Rhodes and Mary Walter

Nays: None

Absent: None

Motion carried

- E. Authorize Publication of Notice of Availability of Audit Report.

Notice of Availability of Audit Report

Kimberly Duffy made a motion, seconded by Mary Walter to authorize publication of Notice of Availability of Audit Report.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella, Barbara Rhodes and Mary Water

Nays: None

Absent: None

Motion carried

- F. Enact Annual Statement of Revenues and Expenditures and authorize Filing with revisions with County Clerk.

Annual statement of Revenues and Expenditures

Mary Walter made a motion, seconded by Ann Harsy to Table the above motion until a future Board meeting.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella, Barbara Rhodes and Mary Walter

Nays: None

Absent: None

Motion carried

- G. Consideration of Library Employee Appreciation Day for 2019.

Library Employee Appreciation Day for 2019

Kim Duffy made a motion, seconded by Mary Walter to approve a Library Employee Appreciation Day for 2019.

Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella, Barbara Rhodes and Mary Walter

Nays: None

Absent: Noe

Motion carried

- H. Discussion of Participating in City Christmas Party – Friday, December 7.

City Christmas party – Dec. 7

The Friends Used Book Chair, Marianne Cursio, will meet with Ann Harsy to discuss books to be used for centerpieces.

- 4. Old Business

Old Business

- A. Discussion of FY19 Illinois Per Capita Grant Requirements

FY19 per Capita Grant

These requirements are due January 15, 2019

- 5. Correspondence

Correspondence

Zach received a “thank you” email note from Kim Malecky Iles, Director of the Oak Forest/Crestwood Chamber of Commerce, for the hard work by Becky Conte at the recent Expo.

- 6. Open Forum

Open Forum

Director, Zach Musil informed the Board of his plans to submit an Autism Welcome Here grant to Libraries and Autism: We’re Connected.”

Zack reported that there was a theft incident during the children’s Halloween party that has since been resolved.

- 7. Executive Session - None

Executive Session

8. Adjournment

Adjournment

Mary Walter made a motion, seconded by Kimberly Duffy to adjourn the meeting.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, James J. Richmond, Ann Harsy, Kimberly Duffy, Jackie Muscarella, Barbara Rhodes and Mary Walter

Nays: None

Absent: None

Motion carried.

Meeting adjourned at 8:09 p.m.

James J. Richmond, Secretary

Dated: _____, 2018