

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
July 11, 2018

1. The meeting was called to order at 7PM

- A. Those present were Brad Duff-Hudkins, President; James J. Richmond, Secretary; Ann Harsy, Treasurer; Kimberly Duffy, Jackie Muscarella, Barbara Rhodes 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

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

Vote:

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

Nays: None

Motion carried

- E. Public comments

2. Consent Agenda

- A. Approval of June 20, 2018, Regular Board Meeting Minutes
- B. Approval of June 20, 2018, Executive session 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

A discussion of the upcoming The Greater Chicago Food Depository Summer Food Service Program. The Acorn Public Library will be participating in this program starting in July for two days a week. This is for children 18 years old or younger.

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, Jackie Muscarella, Barbara Rhodes and Mary Walter

Nays: None

Motion carried

3. New Business

- A. Authorize the posting and publication of Public Notice of the Tentative Budget and Appropriation Ordinance

New Business

**Public Notice of
Tentative Budget
Ordinance**

Jim Richmond made a motion and Jackie Muscarella seconded to approve posting and publishing the Public Notice of the Tentative Budget and appropriation Ordinance.

Roll Call Vote:

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

Nays: None

Motion carried

B. Authorize the Payment of Obligations incurred in the prior fiscal year

Jim Richmond made a motion and Mary Walter seconded to authorize the Payment of Obligations incurred in the prior fiscal year

Roll Call Vote:

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

Nays: None

Motion carried

C. Appoint two Trustees to audit Secretary's records

Jackie Muscarella and Mary Walter volunteered.

D. Authorize the Library's annual audit by Hearne & Associates

Jim Richmond made a motion and Ann Harsy seconded to authorize Hearne & Associates to conduct the annual audit.

Roll Call Vote:

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

Nays: None

Motion carried

E. Direct that the Annual Report be filed with the Illinois State Librarian

The Board so directed.

F. Enact Ordinance No. 18-02 for additional .02% Tax Levy for the Building Fund

Jim Richmond made a motion and Jackie Muscarella seconded to enact Ordinance No. 18-02 for additional .02% Tax Levy for the Building Fund.

Roll Call Vote:

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

Nays: Brad Duff-Hudkins

Motion carried

G. Discussion and consideration of Roof Repair proposals

Zach had requested quotes from four businesses thus far. He will review and discuss at the August 8 board meeting.

Payment of prior fiscal year Obligations

Audit Secretary's records

Authorize annual audit

Annual Report filed with IL State Librarian

Ordinance No. 18-02

Roof Repair proposals

- 4. Old Business - None
- 5. Correspondence – 1) O’Neill & Gaspardo, LLC (CPA’s) and 2) African American Contractors Association (Invitation to Contractors National Contractors’ Day.)
- 6. Open Forum

Old Business
Correspondence
Open Forum

Zach is making adjustments to the budget in order to control the working budget.

Zach also reported that the staff is working on some low-cost ideas for the September open house.

- 7. Executive Session - None
- 8. Adjournment

Executive Session
Adjournment

Mary Walter made a motion, seconded by Barbara Rhodes 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

Motion carried.

Meeting adjourned at 7:47 p.m.

James J. Richmond, Secretary

Dated: _____, 2018