

Minutes of the Meeting of the Board of
Trustees of the Acorn Public Library District
Library Conference Room
September 12, 2018

1. The meeting was called to order at 7:15 p.m.

- A. Those present were Bradley Duff-Hudkins, President; James J. Richmond, Secretary; Ann Harsy, Treasurer; Kimberly Duffy, Jacqueline Muscarella and Barbara Rhodes, Trustees. Also present was Zach Musil, Director. Absent was Mary Walter, Trustee.
- B. Quorum determined.
- C. No visitors attended.
- D. Approval of agenda.

Call to Order

Roll Call

Jim Richmond made a motion and Barb Rhodes seconded to approve the agenda.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Ann Harsy, Kim Duffy, Jackie Muscarella and Barb Rhodes.

Nays: None

Absent: Mary Walter

Motion carried

- E. Public comments – None.

2. Consent Agenda

- A. Approval of August 8, 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

Consent Agenda

Jackie Muscarella commented how informative the staff reports were from the workshop. She loved the summaries, which provided a lot of good information, and the board agreed.

Jim Richmond made a motion and Ann Harsy seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Ann Harsy, Kim Duffy, Jackie Muscarella and Barb Rhodes.

Nays: None

Absent: Mary Walter

Motion carried

3. New Business

New Business

A. Enact Budget and Appropriation Ordinance No. 18-03

**Enact B&A
Ordinance
No. 18-03**

Jim Richmond made a motion and Kim Duffy seconded to enact Ordinance No. 18-03.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Ann Harsy, Kim Duffy, Jackie Muscarella and Barb Rhodes.

Nays: None

Absent: Mary Walter

Motion carried

B. Authorize Posting and Publication of Certified Copy of the Budget and Appropriation Ordinance

**Authorize
Posting and
Publication of
B&A Ordinance**

Jim Richmond made a motion and Jackie Muscarella seconded to authorize the posting and publication of the budget and appropriation ordinance.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Ann Harsy, Kim Duffy, Jackie Muscarella and Barb Rhodes.

Nays: None

Absent: Mary Walter

Motion carried

C. Enact the Certificate of Estimated Revenue

**Enact Certificate
of Estimated
Revenue**

Jackie Muscarella made a motion and Barb Rhodes seconded to enact the certificate of estimated revenue.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Ann Harsy, Kim Duffy, Jackie Muscarella and Barb Rhodes.

Nays: None

Absent: Mary Walter

Motion carried

D. Semiannual Review of Executive Session Minutes

Jim provided the Board a memo outlining what sets of minutes were still closed. He stated that there doesn't appear to be any need to release anything further at this point. The consensus of the Board was to leave the remaining sets of closed minutes as is.

**Review of
Executive
Session Minutes**

E. Discussion of Community Expo for Saturday, October 13, 2018

Zach indicated this year's expo is from 9:00am to 1:00pm. at the same location (Arbor Park Middle School). He indicated that there should be some additional parking on the North side of the school. Zach mentioned that the library would have some books to raffle, as well as some handouts for our attendees.

**Community
Expo**

4. Old Business

Old Business

A. Update on Audit of Secretary's Records

**Audit of
Secretary's
Records**

Jackie and Mary completed the audit on August 8, 2018.

B. Update on FY2018 Illinois Public Library Annual Report

Annual Audit

Zach reported that the annual report has been filed.

C. Update on 50th Anniversary Open House Event for Saturday, September 29, 2018.

**Update on 50th
Anniversary
Event**

Zach reported that he and the staff are in the final stages of preparing for the upcoming event. There will be a time capsule filled with some mementos that will be closed (not to be opened until Acorn's 75th Anniversary). There should be plenty of activities, and photo ops, for our attendees.

5. Correspondence – None.

Correspondence

6. Open Forum

Open Forum

Petition packets, for those interested in running for Trustee at the upcoming election next April (2019), are now available at the circulation desk in the library.

7. Executive Session – None.

**Executive
Session**

8. Adjournment

Adjournment

Kim Duffy made a motion and Ann Harsy seconded to adjourn the meeting.

Roll Call Vote:

Ayes: Brad Duff-Hudkins, Jim Richmond, Ann Harsy, Kim Duffy, Jackie Muscarella and Barb Rhodes.

Nays: None

Absent: Mary Walter

Motion carried

Meeting adjourned at 7:54p.m.

James J. Richmond, Secretary

Dated: _____, 2018