

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Library Conference Room
June 20, 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 – Donna Dukes

Call to Order

Roll Call

Zach introduced the new Adult Services manager, Donna Dukes, to the board.

- D. Approval of Agenda and request changes to Agenda

Jim Richmond 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 May 9, 2018, 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

Jim Richmond made a motion and Ann Harsy 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. Discussion and Consideration of approving Strategic Plan

New Business
Strategic Plan

Zach presented and discussed the Strategic Plan with the board.

Kim Duffy made a motion and Mary Walter seconded to approve the Strategic Plan.

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. Discussion and Consideration Holding an After-Hours Library 50th Anniversary Celebration event

50th Anniversary Planning

Discussed changing the date from August to September. Will have an open house during Library hours.

Mary Walter made a motion and Barbara Rhodes seconded to proceed with this new plan.

C. Consideration of Secretary to the Board's contract renewal

Secretary to the Board's Contract

Ann Harsy made a motion and Kim Duffy seconded to extend the Secretary to the Board's contract for another year. They also agreed to give a 6 percent raise – from \$140 to \$150.

Vote:

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

Nays: None

Motion carried

D. Discussion and consideration of FY19 Working Budget and Special Projects

FY19 Working Budget

Zach reviewed the working budget and special projects with the board. There are several capital improvements needed to the building. Also, the servers will be updated, then computers for staff before patron's computers.

Jim Richmond made a motion and Jackie Muscarella seconded to approve the Working Budget and Special Projects as listed in the Director's Report.

Vote:

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

Nays: None

Motion carried

E. Discussion and consideration of Prevailing Wage Ordinance – Ordinance No.18-01

Prevailing Wage Ordinance No. 18-01

Jim Richmond made a motion and Kim Duffy seconded to adopt the Prevailing Wage Ordinance No. 18-01.

Vote:

Ayes: Ann Harsy, Kimberly Duffy, Jackie Muscarella, Barbara Rhodes and Mary Walter

Nays: Brad Duff-Hudkins and James J. Richmond

Motion carried

- F. Discussion and consideration of Resolution No. 225 for establishing a Fee for Non-resident Cards

**Non-resident Fee
Resolution No.
225**

Kim Duffy made a motion and Jackie Muscarella seconded to establish the rate of \$82 for non-resident cards.

Vote:

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

Nays: None

Motion carried

- G. Discussion and consideration of Yearly Evaluation of Library Director

Moved this item to Executive Session.

4. Old Business - None
5. Correspondence – None
6. Open Forum - None

**Old Business
Correspondence
Open Forum**

Jim Richmond made a motion, seconded by Jackie Muscarella to go into Executive Session under Exception No. 2(c) (1) at 8:14 p.m.

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

7. Executive Session

**Executive
Session**

The Board came out of Executive Session at 9:30 p.m.

Jim Richmond made a motion, seconded by Barbara Rhodes to approve the Director's salary increase as discussed and to increase the budget's professional development line item by \$1,000.

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

8. Adjournment

Kim Duffy made a motion, seconded by Mary Walter 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 9:32 p.m.

James J. Richmond, Secretary

Dated: _____, 2018