

Public/Legal Notice

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on October 23, 2019 at 6:30 p.m. pm in the Board Room of the Sugar Grove Public Library located at 125 Municipal Drive/Sugar Grove, Illinois. This meeting is open, and members of the public are welcome to attend.

Any person who has a disability requiring accommodations to participate in this meeting should contact the Sugar Grove Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.

Agenda

Regular Meeting of the Board of Trustees Sugar Grove Public Library District Wednesday, October 23, 2019 6:30 p.m.

1. Call to Order/Roll Call and Introduction of Trustees
2. Public Comment – copies of written comments may be given to the Board’s Secretary for inclusion in the Library’s public records*
 - a. Pledge of Allegiance
3. Approval of Minutes – Action Required
 - September 25, 2019 – Regular Board Meeting
4. Correspondence
5. Review of Financial Reports
6. Approval of the September 2019 Check Register in amount of \$45,193.14 – Action Required
 - A review and approval of expenditures for the check register of September, 2019.
7. Director’s Report
8. Board Representative Reports
 - a. Building and Grounds
 - b. Finance
 - c. Personnel/Policy
 - d. Strategic Planning

9. Friends Report

10. Old Business

a. Live and Learn Construction Grant – Discussion

Progress in the research stages of the grant will be discussed. A “community hub” refurbishment project is suggested for the Café. The Board may wish to visit the Café space to review and discuss.

11. New business

a. Policy 440: Computer Use and Utilization – Action Required

A new policy noting the policy and guidelines for technology and internet usage in the Library facility.

b. Per Capita Grant training requirements – Discussion

An educational training requirement for Trustees is required for the Per Capita grant submission. Options will be presented and discussed; the Board will select a training opportunity.

c. Annual Report – Discussion

A brief overview of statistics from the IPLAR/Annual Report. A draft of highlights will be completed for an upcoming presentation to the Montgomery Board by President Knechtges and Assistant Director Genna Mickey.

d. Audit Review – Action Required

The annual audit results will be discussed by Treasurer Stokes and Director Halikias, results accepted by the Board of Trustees.

12. Closed Session: For the purpose of the annual review of the Director by the Board of Trustees.

Closed Session Citation: (5 ILCS 120/2) (1) The appointment, employment, compensation, Discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

13. Open Session: Annual salary and work agreement for the Library Director – Action Required

14. Items for next month

15. Adjourn

SUGAR GROVE PUBLIC LIBRARY DISTRICT PUBLIC COMMENT POLICY Adopted 3/10/11

The purpose of this policy is to ensure that interested parties representing various points of view are allowed time to present their views while permitting the Board to conduct their meeting in an efficient and effective manner. The Board will include an agenda item for public comment at each of its regular meetings. Persons wishing to make a public comment must be in attendance at the meeting and shall:

- Speak only when recognized by the President of the Board or person conducting the meeting.
- Rise and state their name
- Limit their public comment time to three (3) minutes
- Make public comment that related to Library business only.