

## **Public/Legal Notice**

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on June 26, 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, June 26, 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
  - May 22, 2019 - Regular Board Meeting
4. Correspondence
5. Review of Financial Reports
6. Approval of the May 2019 Check Register – Action Required
  - A review and approval of expenditures for the check register of May, 2019 - \$63,660.60
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. Working budget for 2019-2020 - Action Required

The final version working budget will be discussed, highlights were presented in May meeting. The Board will move to adopt the working budget for FY 2019-20.

## 11. New business

### A. Budget and Appropriation Ordinance Hearing Dates – Action Required

The Board will set the dates for the adoption of the Tentative Budget and Appropriation Ordinance 19-8/28, Publication Schedule, Public Hearing and final Adoption. Draft review date is set for 7-24-19. Anticipated adoption date is 8-28-19.

### B. Policy 420: Social Media Policy – Action Required

A new policy affirming the procedures in place and defining social media engagement will be discussed and suggested for adoption.

### C. Policy 920: FOIA Policy – Action Required

A new policy affirming the compliance with FOIA (Freedom of Information Act) and procedures to follow. The act will be incorporated as a reference. The policy will be discussed and suggested for adoption.

### D. Policy 930: OMA Policy – Action Required

A new policy affirming the compliance with OMA (Open Meeting Act) and procedures to follow. The act will be incorporated as reference. The new policy will be discussed and suggested for adoption.

### E. Trustee Appointment - Discussion

The Board will discuss the vacant trustee position, and make a determination of appointment.

## 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.