

Public Notice:

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on December 16, 2020 at 125 S. Municipal Drive in 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.

Pandemic Meeting Notice:

This meeting will be held virtually due to Tier 3 mitigation efforts in place due to Covid-19. The Library Director or designee will be present at the location in the event that there is a member of the public that cannot attend remotely. It is strongly suggested that Trustees join virtually or by audio, via the Governor's adaptations to OMA, and patrons listen via audio if so desired. Login information is as follows:

Sugar Grove Library is inviting you to a scheduled Zoom meeting.

Topic: Monthly Board Meeting

Time: Dec 16, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84036834978?pwd=MDhYSkw5TFR5MzJCR3R1ZnZuOFNUUT09>

Meeting ID: 840 3683 4978

Passcode: 613877

One tap mobile

+13017158592,,84036834978#,,,,,0#,,613877# US (Washington D.C)

+13126266799,,84036834978#,,,,,0#,,613877# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 840 3683 4978

Passcode: 613877

Find your local number: <https://us02web.zoom.us/j/kcwpo1Hcnx>

Agenda

**Regular Meeting of the Board of Trustees
Sugar Grove Public Library District
Wednesday, December 16, 2020 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
 - November 18, 2020 – Regular Meeting
 - November 18, 2020 – Closed Session
4. Correspondence
5. Review of Financial Reports
6. Approval of the Check Registers – Action Required
 - A review and approval of expenditures for the check register for November - \$67,269.65
7. Director’s Report
8. Board Representative Reports
 - a. Building and Grounds
 - b. Finance
 - c. Personnel/Policy
 - d. Strategic Planning
9. Friends and Foundation Report
10. Old Business
 - a. Pandemic Operations – Discussion
November Update: This discussion will provide information on the status of the Library, as well as ongoing information.

b. Succession Planning – Discussion

The Board will revisit the prior success plan to provide further input.

c. Trustee Election Information – Discussion

The Board will discuss the upcoming election, and receive an update on candidate filings or inquiries.

d. Live and Learn Construction Grant – Discussion

The Library will be submitting for the next cycle of Live and Learn grants.

e. Annual Report – Discussion

11. New business

a. Per Capita Grant Requirements – Discussion

The next cycle for per capita grants is approaching, with a due date of March 15, 2021. This year more review is necessary as the new version of “Serving the Public” has been released for 2020. Copies are on order, and a discussion will be held to prepare.

12. Items for Next Month: Life insurance quotes (renewal in February)

13. 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.