

Update 11/18 due to Tier 3 Mitigations Announced – The meeting will be held virtually

Pandemic Meeting Notice:

Due to safety concerns as a result of the pandemic, and for Covid-19 mitigations The Library Director will be present at the location and Trustees will login in via Zoom. 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.

The Library Director will be present on location in the event that any members of the public wish to attend in person, and to meet OMA requirements.

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

Topic: BOT Monthly Meeting

Time: Nov 18, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81100664254?pwd=VllJckJjeG4zZjNWNmtPSEtINFYwdz09>

Meeting ID: 811 0066 4254

Passcode: 064676

One tap mobile

+19292056099,,81100664254#,,,,,0#,,064676# US (New York)

+13017158592,,81100664254#,,,,,0#,,064676# US (Washington D.C)

Dial by your location

+1 929 205 6099 US (New York)

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

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 811 0066 4254

Passcode: 064676

Find your local number: <https://us02web.zoom.us/j/81100664254>

Public Notice:

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on November 18, 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.

Agenda

**Regular Meeting of the Board of Trustees
Sugar Grove Public Library District
Wednesday, November 18, 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
 - October 28, 2020 – Regular Meeting
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 October - \$65,808.07
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
This discussion will provide information on the status of the Library, as well as ongoing information.
11. New business

a. Holiday Calendar 2021 – Action Required

The Board will review the holiday closing calendar for 2021.

b. Board Meeting Schedule 2021 – Action Required

The Board will review the meeting schedule for 2021.

c. Audit Results – Action Required

The Board will review the results of the financial audit and statements for FY 2019-2020 and vote to accept the audit. Full results will be made available on the Library's webpage.

d. Annual Levy – Action Required

The Board will review the annual levy filed with Kane County necessary to secure funding for Library bond and operations. Please note, the annual levy follows the calendar year of tax settlements while the Library operations on a district fiscal year calendar.

12. Closed Session – Action Required

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: Succession Planning, Live and Learn Construction Grant

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.