

**Regular Meeting of the Board of Trustees
Sugar Grove Public Library District
Wednesday, December 15, 2021 6:30 p.m.**

Pandemic Meeting Notice:

Due to safety and Covid related health risk concerns, the meeting will be held in the Large Meeting Room with tables distanced a minimum of six feet apart for Trustees or patrons that wish to attend the meeting in person. As per OMA in ongoing pandemic concerns, the meeting is offered remotely via Zoom, and patrons or Trustees may attend if a health risk is of concern.

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

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

Topic: December BOT Meeting

Time: Dec 15, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87466896481?pwd=QzRZcDZ6WWxvYjVHSDJhUndUSHluQT09>

Meeting ID: 874 6689 6481

Passcode: 766070

One tap mobile

+13126266799,,87466896481#,,,,*766070# US (Chicago)

+19292056099,,87466896481#,,,,*766070# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 874 6689 6481

Passcode: 766070

Find your local number: <https://us02web.zoom.us/j/87466896481?pwd=QzRZcDZ6WWxvYjVHSDJhUndUSHluQT09>

Public Notice:

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

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
 - Wednesday, November 17, 2021- General Meeting
 - Wednesday, December 1, 2021 – Special Meeting and 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 October - \$48,376.70
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. Trustee Open Comments and Discussion

An opportunity for Trustees to provide comment, discussion or news of interest.

New Business:

11. Approval of Audit for FY 2020-2021 – Action Required

The Board will review the audit results and document for FY 2020-2021. The Treasurer and Director will provide commentary to assist in understanding the data.

12. Strategic Plan Goals - Action Required

The Board will review the results of the Strategic Planning process and associated goals draft. The Board may elect to approve the document, or make general updates.

13. Meeting Room Policy Addendum 510 – Action Required

The Board will review the temporary police addendum to Meeting Room Policy 500, Policy Addendum 510 will provide for temporary authorization for approved non-profit groups to use the meeting room at no charge to assist in ongoing pandemic recovery.

14. Per Capita Grant – Action Required

The Board will review and authorize the per capita grant application – pending district population size update. The grant will be updated with population size and submitted prior to January 15th, due date.

Old Business:

15. Live and Learn Construction Grant – Discussion

Any updates available will be verbally provided.

16. **Closed Session #1** – Trustee Candidate Interviews for Appointment - Action Required

Closed Session Citation: (5 ILCS 120/2)

(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

Return to Open Session

17. **Closed Session #2:** – Director’s Review- Action required to go into Closed Session

The Director annual review will be provided, salary discussion.

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.

Return to Open Session

18. Annual salary for FY 2021-22 and work agreement for the Library Director – Action Required
The Board may elect to provide for the annual raise and review of the Director.

19. Director’s Resignation – Discussion

A letter of resignation is provided with gratefulness to the SGPLD. Director Shannon Halikias has accepted the role of Director at Messenger Public Library District in North Aurora, Illinois. The last official full time day is January 4th, 2021 though the services of Halikias may be used on a part time basis beyond this date.

20. **Closed Session #3:** - Director’s Search – Action Required to go into Closed Session

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.

Return to Open Session

21. Director’s Search Process – Action Required

The Board may make motion to determine a course of action or schedule for the Director’s Search.

22. Items for Next Month

23. 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.