

**Regular Meeting of the Board of Trustees  
Sugar Grove Public Library District  
Wednesday, November 17, 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.

Topic: November BOT Meeting

Time: Nov 17, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87917372909?pwd=cCtMWXREMWdBQlpybGpGSktDQlVTQT09>

Meeting ID: 879 1737 2909

Passcode: 868553

One tap mobile

+13126266799,,87917372909#,,,,\*868553# US (Chicago)

+19292056099,,87917372909#,,,,\*868553# 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)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 879 1737 2909

Passcode: 868553

Find your local number: <https://us02web.zoom.us/j/kq3nbd4GO>

## **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. **New Business:** Bid Opening and Discussion for Live and Learn Grant Project – Action Required  
The Board will review information provided by Cordogon and Clark with associated bids for the Live and Learn construction project. The Board may move to accept bids after discussion and recommendations.
4. Approval of Minutes – Action Required
  - October 27, 2021 General Meeting
5. Correspondence
6. Review of Financial Reports
7. Approval of the Check Registers – Action Required
  - A review and approval of expenditures for the check register for October - \$73,323.78
8. Director’s Report
9. Board Representative Reports
  - a. Building and Grounds
  - b. Finance  
*Audit Discussion – No final results yet as auditor is working remotely.*
  - c. Personnel/Policy
  - d. Strategic Planning  
*Survey and focus groups discussion*

## 10. Friends and Foundation Report

## 11. Trustee Open Comments and Discussion

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

### New Business:

## 12. Approved Holiday Schedule for calendar year 2022 – Action Required

The Board will review the holiday closing schedule for the upcoming year.

## 13. Approved Board Meeting Schedule for calendar year 2022 - Action Required

The Board will review the suggested Board meeting schedule for calendar year 2022.

## 14. Intergovernmental Agreement with Northlake Public Library – Action Required

The intergovernmental agreement will provide for joint purchasing power for Library programming for “Illinois Libraries Present” for virtual programming at very low cost.

## 15. HRA Reauthorization – Action Required

The Board will discuss the HRA reauthorization, a benefit offered to employees as the Library does not provide for health insurance. The recommended and budgeted amount is \$1,700 per employee.

## 16. Items for Next Month

## 17. 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.