

Sugar Grove Public Library District (SGPLD)

Library Board of Trustees

Regular Board Meeting Agenda: Wednesday, May 24, 2023 6:30pm

Public/Legal Notice

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on May 24, 2023, 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, May 24, 2023 6:30pm

1. **Call to Order**
2. **Board of Trustee Roll Call**
3. **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
4. **(Reordered) New Business** Trustee Officer Appointments – ***Action Required***
Motion to nominate Ryan Ivemeyer as President, Allison Short as Secretary, and Michelle Damadeo as Treasurer.
5. **Approval of Meeting Minutes**
 - a. Approval of Minutes from Regular Board Meeting on May 1, 2023
6. **Correspondence**
7. **Review of Financial Reports**
8. **Approval of the April 2023 Check Register**
9. **Director’s Report**
10. **Board Representative Reports**
 - Building and Grounds
 - Finance
 - Personnel/Policy
 - Strategic Planning

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11. Friends and Foundation Reports

12. Trustee Open Comments and Discussion

Glenda will update the board on her attendance at 5-20-23 Trustee Training and suggestions for board best practices.

13. Old Business

- a. Hire a contractor to replace boiler – **Action Required**

14. New Business

- a. Delegate authority to review closed session minutes – **Action Required**
- b. Approve renewal contract for FY2024 ILLINET/OCLC Group Services – **Action Required**
- c. Approve Contract for Creativebug Subscription Through RAILS discount – **Action Required**
- d. Working Budget – Discussion
- e. Board Bylaws & Remote Meeting Policy – Discussion
- f. Trustee Seat(s) Vacancy – **Action Required**

15. Items for next month

- a. Ordinance for board meeting calendar fiscal year
- b. Required bi-annual Closed session minute release per reporting of assignee
- c. Draft of budget and appropriation ordinance
- d. Non-resident cardholder policy
- e. Library hours of operation
- f. Board Bylaws & Remote Meeting Policy

16. Adjournment

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.