

**Sugar Grove Public Library District (SGPLD)  
Library Board of Trustees**

Regular Board Meeting Agenda: Wednesday, November 15, 2023 6:30pm

**Public/Legal Notice**

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on November 15, 2023, at 6:30pm 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 November 15, 2023 6:30pm**

1. **Truth in Taxation Hearing / Call for Public Comment -Action Required**
  - a. Public Hearing for public comment for the approval of a proposed tax levy increase for the Sugar Grove Public Library District to be collected for fiscal year 2023-2024.
  - b. Public Comment
  - c. Adjourn Public Hearing – ***Action Required***
  
2. **Call to Order**
  
3. **Board of Trustee Roll Call**
  
4. **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
  
5. **Consent Agenda – Action Required**
  - a. Regular Board Meeting minutes: 10-25-23
  - b. October 2023 Expenditures: \$67,943.01
  - c. Holiday Closing Schedule
  - d. Board Meeting Schedule
  - e. Board of Trustees List
  
6. **Director’s Report**
  
7. **Board Representative Reports**
  - Building and Grounds
  - Finance
  - Personnel/Policy
  - Strategic Planning

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**8. Library Foundation Report**

**9. Trustee Open Comments and Discussion**

**10. Old Business**

- a. Approve Levy Ordinance 2023-11-15 – **Action Required**

**11. New Business**

- a. Paid Leave Policy – **Action Required**
- b. Bi-Annual Review of Closed Session Minutes– **Action Required**
  - i. Secretary will provide a recommendation based on prior file review.
- c. 2023 Per Capita Grant Requirements due Jan 30, 2024– **Discussion**
- d. Capital / Long Term Needs & Facility Planning –**Discussion**

**12. Items for next month**

**13. 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.