

Sugar Grove Public Library District (SGPLD)
Library Board of Trustees
Board Discussion Minutes: Wednesday July 7, 2021

Due to the lack of Board quorum on June 23, 2021, a regular Board meeting could not be held and voting action items could not be completed. The purpose of this Special Meeting is to vote on those pending items.

1. Call to Order and Roll Call

President Bradley Knechtges called the information meeting to order at 6:35 pm CST.

- *Present:* Bradley Knechtges (*President*), Pat Graceffa (*Vice President*), Vivian Santos-Buch (*Secretary*), Michelle Damadeo (*Treasurer*), and Tommy Thomson (*Trustee*)
- *Also Present:* Shannon Halikias (*Library Director*)
- *Absent:* Jane Klingberg (*Trustee*)

2. Public Comment

None.

- a. Pledge of Allegiance

3. Approval of May 26, 2021 regular and closed Board Meeting Minutes and the June 23, 2021 discussion meeting minutes.

Michelle Damadeo motioned to approve all three sets of meeting minutes. Pat Graceffa seconded.
All in favor

May 26, 2021 Regular and Closed Board Meeting Minutes approved.
June 23, 2021 Discussion Meeting Minutes approved.

New Business

4. Trustee Appointment

- Recommendation to appoint Ryan Ivemeyer to the vacant Board Trustee seat.

Pat Graceffa motioned to appoint Ryan Ivemeyer as Trustee of the Board. Michelle Damadeo seconded.
All in favor

Ryan Ivemeyer's appointment to the Board approved.

5. Oath of Office

- Ryan Ivemeyer took the oath of office.

6. Discussion and action related to self-checkout stations

- Shannon provided a summary of what was explained during the last meeting (June) regarding the self-checkout stations.
- Several quotes were procured and reviewed.
- Current company quoted: \$9,598/each.
- Shannon recommends BayScan Technologies's quote for: \$5,860/each. This was the median priced.
- The funds can be pulled from the existing budget.

Sugar Grove Public Library District (SGPLD)
Library Board of Trustees
Board Discussion Minutes: Wednesday July 7, 2021

Vivian Santos-Buch motioned to approve expense, but not exceed amount of \$7,000. Pat Graceffa seconded.

All in favor

Old Business

7. Trustee Assignments

- Building and Grounds – Brad will continue as the representative.
- Finance – Michelle was assigned as the representative.
- Personnel/Policy – Vivian will continue as the representative.
- Strategic Planning – Ryan was assigned as the representative.
- Friends and Foundation – Pat will continue as the representative.
- Additionally, Tommy will serve back-up for the Secretary in case of an absence.

OTHER

- After the meeting, Brad will reach out via email to explore other meeting dates and time options to see if it would help with trustee attendance.

8. Adjournment

Pat Graceffa motioned to adjourn the meeting at 6:54pm.

Voice vote: all yes.

Motion passed. Meeting adjourned.