

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

Regular Board Meeting Minutes: Wednesday, June 26, 2024

1. Call to Order

President Ryan Ivemeyer called the meeting to order 6:42 pm

2. Board of Trustee Roll Call

Present: Ryan Ivemeyer, Allison Short, Glenda Peck, Michelle Damadeo

Late Arrival: Adrien Aaron 6:46p

Attending via Zoom: Marisa Richards, Jessica Fese

Also Present: Genna Mickey, Library Director; Heidi Lendi

Motion to allow Trustee Jessica Fese and Trustee Marisa Richards to attend via Zoom made by Trustee Allison Short and seconded by Trustee Glenda. All in favor, motion carried.

3. Public Comment

None

4. Consent Agenda

- a. May 2024 Expenditures: \$61,605.97
- b. Regular Board Meeting Minutes 5/22/2024
- c. Special Reserve Expenditures:
 - i. New network server and installation from WebIT Services
 - ii. Procom door access system and alarm system upgrade
 - iii. Approve 4 new computers and 6 laptops (outreach, staff departments and programming)
 - iv. Correct Displays outdoor LED sign replacement
- d. Non-resident Library card holder participation – annual opt-in
- e. Weber & Associates annual audit contract
- f. Set date of August 28, 2024 for public hearing on the tentative Budget and Appropriation Ordinance
- g. Approval of 2024-2025 working budget, including staff raises for FY 25

Motion to approve Consent Agenda by Trustee Michelle Damadeo and seconded by Trustee Adrien Aaron. All other trustees in favor, motion carried.

5. Director's Report

Attended a lot of meetings with community, board officers, and local officials. Incidents during the month with the Pride Month display, including two emails from community members. Received \$161.14 more in IL Per Capita grant for the upcoming financial year. Continuing search for new library positions.

6. Board Representative Reports

Building and Grounds – flowers from Spring Bluff

Finance – reviewed draft budget and evaluated capital needs assessment

Personnel/Policy – reviewed Policy HR-6 regarding electronics and Genna added language to include cell phone usage

Strategic Planning – none

8. Library Foundation Report

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No updates at this time

9. Trustee Open Comments and Discussion

President Ryan Ivemeyer will not be present 8/28, Trustees should check their calendars and ensure that

10. Old Business

None

11. New Business

- a. Closed Session Minutes from 4/24/2024 – Motion to approve Closed Session Minutes from 4/24/2024 with updated made by Trustee Glenda Peck and seconded by Trustee Adrien Aaron. Trustee Michelle, Trustee Marisa Richards, Trustee Jessica Fese all vote abstain. All others in favor, motion carried.
- b. Policy HR-6 Use of Library’s Electronic Systems update – Motion to approve updated Policy HR-6 Use of Library’s Electronic Systems 2024 made by Trustee Allison Short and seconded by Trustee Michelle Damadeo. All in favor, motion carried.
- c. 2nd Chance Cardiac Solutions AED device and install \$1,600 – Motion to approve contract and install of AED device made by Trustee Michelle Damadeo and seconded by Trustee Glenda Peck. All in favor, motion carried.

12. Items for next month

- a. Updating Paid Leave Policy
- b. Staff Development Day Closure in September
- c. Updating Special Reserves Ordinance
- d. Decennial Committee Meeting

13. Adjournment

Adjournment was called at 7:57 pm by Trustee Glenda Peck and seconded by Trustee Michelle Damadeo.

All in favor.