

## Public/Legal Notice

### Pandemic Meeting Notice:

The monthly meeting will be via Zoom, with available tables in the Café Space for Trustees or public members that cannot attend remotely. The Library Director or designee will be present at the location. It is strongly suggested that Trustees join virtually or by audio, via the Governor's adaptations to OMA, and patrons listen via audio if so desired.

Sugar Grove Library is inviting you to a scheduled Zoom meeting.

Topic: Library Board of Trustees Meeting

Time: Oct 28, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86268098944?pwd=dzNiL3lVWHdQcVIHYkNGa3o5Q0o5UT09>

Meeting ID: 862 6809 8944

Passcode: 795220

One tap mobile

+19292056099,,86268098944#,,,,,0#,,795220# US (New York)

+13017158592,,86268098944#,,,,,0#,,795220# US (Germantown)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 862 6809 8944

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Find your local number: <https://us02web.zoom.us/j/86268098944>

## Agenda

**Regular Meeting of the Board of Trustees  
Sugar Grove Public Library District  
Wednesday, September 23, 2020 6:30 p.m.**

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. Approval of Minutes – Action Required
  - September 23, 2020 – Regular Meeting
4. Correspondence
5. Review of Financial Reports
6. Approval of the Check Registers – Action Required
  - A review and approval of expenditures for the check register for September - \$39,533.47
7. Director’s Report
8. Board Representative Reports
  - a. Building and Grounds
  - b. Finance
  - c. Personnel/Policy
  - d. Strategic Planning
9. Friends and Foundation Report
10. Old Business
  - a. Pandemic Graduated Reopening – Discussion

This discussion will provide information on the status of the Library, as well as ongoing reopening information. The hiring of a temporary position, with potential for permanent will be discussed.

## 11. New business

### a. Election Day Holiday – Action Required

The Board will discuss the feasibility of Election Day Holiday added to the general calendar.

### b. Resolution 28-10-2020 – Action Required

A resolution to approve and Intergovernmental Agreement with Kane County Regarding Cares Act Funding.

### c. ServiceMaster Quote for Deep Cleaning and Sanitization – Action Required

The Board will review a quote for cleaning and sanitization services. Part of this expenditure will be covered under the CARES act funding.

### d. HRA Increase – Action Required

The Board will review the request to increase the HRA account from \$1,300 to \$1,500 per employee effective for calendar year 2021, and associated eligibility changes.

## 12. Items for next month

## 13. 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.