

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

Regular Board Meeting Agenda: Wednesday, March 27, 2024 6:30pm

Public/Legal Notice

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on March 27, 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, March 27, 2024 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. **Consent Agenda – Action Required**
 - a. Regular Board Meeting Minutes 1/24/24
 - b. January 2023 Expenditures - \$906,873.27 (of this, the final bond payment of \$827,225.00)
 - c. February 2023 Expenditures - \$87,547.49
 - d. Usage of Pay Pal for Meeting Room payment acceptance
 - e. Gas Supplier Contract
 - f. Divider Panels to enclose Youth Lounge
 - g. Submittal of Sugar Grove Library District Annual Certification and ILLINET report
 - h. Approve Annual Financial Chronology for FY 2024-2025
 - i. 2024 Holiday Closing Schedule – add Easter
5. **Director's Report**
6. **Board Representative Reports**
 - Building and Grounds
 - Finance
 - Personnel/Policy
 - Strategic Planning
7. **Library Foundation Report**

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8. Trustee Open Comments and Discussion

9. Old Business

10. New Business

- a. Ordinance 2024-03-27 Closing Bond Fund and Transferring Bond Fund Balance to the Special Reserve Fund
- b. Intergovernmental Agreement Between Village of Sugar Grove and Sugar Grove Public Library District for Shared Space and Services
- c. Two-Phase Contract for Mulch/Edging
- d. Riding Mower Purchase for July 1, 2024
- e. Discussion of Capital Needs Projects
- f. Discussion of Library Survey Results
- g. Discussion of Library Operating Hours
- h. Discussion of Fund Balance Policy

11. Closed Session (5 ILCS 120/2(c)(1)) - Action Required

a. **Director Annual Review**

(c) Exceptions. A public body may hold closed meetings to consider the following subjects:

(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

12. Return to Open Session – Action Required

13. Action Taken as a Result of Closed Session (if needed) – Action Required

14. Items for next month

- a. Cyber Security Insurance Quote
- b. Social Media Policy
- c. Fund Balance Policy Approval
- d. AtoZdatabases Subscription

15. Adjournment

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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.