

Sugar Grove Public Library District (SGPLD)

Library Board of Trustees

Regular Board Meeting Minutes: Wednesday, December 18, 2024

1. Call to Order

President Ryan Ivemeyer called the meeting to order 6:30pm

2. Board of Trustee Roll Call

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

Absent: Jessica Fese, Adrien Aaron

Attending via Zoom:

Also Present: Genna Mickey, Library Director; Heidi Lendi, Village Trustee; Anna Hayman, Circulation Manager

3. Public Comment

None

4. New Business (reordered)

- a. Fine Free Program – motion to approve Fine Free program beginning January 2025 made by Trustee Allison Short and seconded by Trustee Michelle Damadeo. All in favor, motion carried.

5. Consent Agenda

- a. Regular Board Minutes 11/13/2024
- b. October 2024 Expenditures \$121,028.24
- c. Per Capita Grant Submission (due by 1/30/2025)

Motion to approve the Consent Agenda by Trustee Glenda Peck and seconded by Trustee Marisa Richards. Trustee Michelle Damadeo abstained. All in other favor, motion carried.

6. Director's Report

Discussed recent library happenings, State of the Village breakfast upcoming in February, building and grounds updates – including new LED outdoor sign, visitor count monthly totals continues to increase year over year, continuing outreach during holiday events in town. Meet the Candidates upcoming in March 2025.

7. Board Representative Reports

Building and Grounds – Asking about refinishing outdoor furniture, check in with proposed volunteer

Finance – None

Personnel/Policy – Will plan for February 17th to work on Local Records Act; new policy for home bound deliveries will need review, updates to collection policy.

Strategic Planning – None, will review Strategic Plan in agenda

8. Library Foundation Report

None

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9. Trustee Open Comments and Discussion

- a. Trustee Elections – Glenda Peck and Marisa Richards
- b. Need to update board job descriptions to describe conditions of board duties and responsibilities

10. Old Business

- a. Strategic Plan Review – A motion to approve Strategic Plan 2025-2030 made by Trustee Marisa Richards and seconded by Trustee Glenda Peck.

11. New Business

- a. Passport Service – pros and cons of program, however, community is interested and good benefit

12. Items for next month

- a. Passport Service Policy
- b. Collection Development Policy
- c. Trustee/Board job descriptions

13. Adjournment

Motion for Adjournment was called at 7:55pm by Trustee Michelle Damadeo and seconded by Trustee Glenda Peck.

All in favor.