

**Sugar Grove Public Library District  
Library Board of Trustees  
Thursday, October 29, 2015  
Board Meeting Minutes**

**Call to Order and Roll Call**

President Bill Durrenberger called the meeting to order at 7:02 PM

**Present:**

Bill Durrenberger, President; Robert Bergman, Trustee, Anthony Oliver, Trustee; Melissa Flint, Secretary; Louise Coffman, Treasurer; Pat Graceffa, Vice President; Kim Ekker, Trustee; Shannon Halikias, Director; Aimee Marks, Youth Service Manager

**Public Comment**

none

**Pledge of Allegiance**

**Approval of September 24, 2015 Regular Board Meeting Minutes**

Motion: To approve the September 24, 2015 Regular Board Meeting Minutes with corrections. Motion by Durrenberger. Second by Graceffa.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – abstain. Flint – yes. Coffman – yes. Graceffa – yes. Ekker – yes.

**Approval of September 24, 2015 Closed Session Minutes**

Motion: To approve the September 24, 2015 Closed Session Minutes with corrections. Motion by Graceffa. Second by Ekker.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – abstain. Flint – yes. Coffman – yes. Graceffa – yes. Ekker – yes.

**Approval of October 6, 2015 Special Meeting Minutes**

Motion: To approve the October 6, 2015 Special Meeting Minutes. Motion by Durrenberger. Second by Coffman.

Roll call vote: Durrenberger – yes. Bergman – abstain. Oliver – abstain. Flint – abstain. Coffman – yes. Graceffa – yes. Ekker – yes.

**Correspondence**

none

**Review of Financial Reports**

Presented by Treasurer Louise Coffman

**Approval of the September 2015 Check Register**

Motion: To Approve the September 2015 Check Register. Motion by Durrenberger. Second by Oliver.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes. Graceffa – yes. Ekker – yes.

**Directors Report**

Presented by Halikias. Halikias introduces the new Youth Service Manager Aimee Marks

**Board Representative Reports**

**Building and Grounds**

Inquiry regarding a Tolling Agreement

**Finance**

Discussion regarding annual Audit for FY 2014-15

**Personnel / Policy**

none

**Strategic Planning**

none

**Friends Report**

Usborne Book Sale Saturday

**Old Business**

None

**New Business**

**Levy Ordinance 2015-10-29 – Action Required**

Motion: To adopt the annual Levy Ordinance 2015-10-29. Motion by Coffman. Second By Oliver.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes.

Graceffa – yes. Ekker – yes.

**Policy 100: Library Card Policy – Action Required**

Motion: To adopt amendments to the Library Card policy. Motion by Durrenberger. Second by Oliver.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes.

Graceffa – yes. Ekker – yes.

**Adoption of Ordinance 2015-10-29.2 LIMRICC Intergovernmental Agreement – Action Required**

Motion: To adopt Ordinance 2015-10-29.2 LIMRICC Intergovernmental Agreement. Motion by Durrenberger. Second by Coffman.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes.

Graceffa – yes. Ekker – yes.

**Adoption of Resolution providing for the execution of an intergovernmental agreement with LIMRICC – Action Required**

Motion: To adopt the resolution providing for the execution of an intergovernmental agreement with LIMRICC. Motion by Durrenberger. Second by Bergman.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes.

Graceffa – yes. Ekker – yes.

**Approval of the Pro-Pay contract – Action Required**

Motion: To approve the Pro-Pay contract. Motion by Coffman. Second by Durrenberger.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes.

Graceffa – yes. Ekker – yes.

**Appoint Shannon Halikias as FOIA Officer – Action Required**

Motion: Motion to appoint Shannon Halikias as FOIA Officer. Motion by Coffman Second by Oliver.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes.

Graceffa – yes. Ekker – yes.

**Review and approval of Annual Audit for FY 2014-15 – Action Required**

Motion: To approve the Annual Audit for FY 2014-15. Motion by Durrenberger. Second by Graceffa.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes. Graceffa – yes. Ekker – yes.

**Items for November Agenda**

Consortium collaboration update  
Farmers market update  
Review memo from the lawyer  
Update on masonry  
Discussion on going to Ballot

**Motion:** President Durrenberger motions to go into closed session under Closed Session Citation: (5 ILCS 120/2) under the open meeting act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public or against legal counsel for the public body to determine its validity. Second by Coffman

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes. Graceffa – yes. Ekker – yes.  
Meeting in Closed Session at 8:24

**Motion:** To resume meeting as open session at 9:01. Motion by Durrenberger. Second by Coffman

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes. Graceffa – yes. Ekker – yes.

**Annual salary and work agreement set by the Board of Trustees for the Library Director – Action**

**Motion:** To increase the pay of Director Shannon Halikias by 1.5% and un-restrict accrual of vacation time effective October 20<sup>th</sup> 2015. Motion by Coffman. Second by Oliver.

Roll call vote: Durrenberger – yes. Bergman – yes. Oliver – yes. Flint – yes. Coffman – yes. Graceffa – yes. Ekker – yes.

**Adjournment**

Motion to adjourn by Durrenberger at 9:05 PM. Second by Oliver.

Voice Vote: All – yes.

Minutes respectfully submitted:  
Melissa Flint