

## **Public/Legal Notice**

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on Mary 28, 2018 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, February 28, 2018 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. Oath of Office – The Secretary of the Board of Trustees will administer the Oath of Office to the new appointee, Bradley Knechtges
4. Approval of Minutes – Action Required
  - February 28, 2018 – Regular Board Meeting
  - February 28, 2018 – Closed Session
5. Correspondence
6. Review of Financial Reports
7. Approval of the February 2018 Check Register – Action Required
  - A review and approval of expenditures for the check register for \$20,656.29
8. Director’s Report
9. Board Representative Reports

- a. Building and Grounds
- b. Finance
- c. Personnel/Policy
- d. Strategic Planning

10. Friends Report

11. Old Business

12. New business

- a. Affirmation of Trustee List and Terms – Action Required  
The Board will review and affirm the revised Trustee list
- b. Financial Chronology – Action Required  
The Board will review and adopt the financial chronology with associated legal deadlines for the fiscal year of 2018-2019.
- c. Grant(s) Submissions – Discussion  
The Director will update the Board on two recent grant submissions.
- d. Donor Wall Images – Discussion  
The Director will present a few images of Donor Walls to gain feedback from the Board.

14. Items for next month

15. 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.