

Public/Legal Notice

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on January 23, 2019 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, January 23, 2019 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
 - December 19th, 2018 - Regular Board Meeting
4. Correspondence
5. Review of Financial Reports
6. Approval of the December 2018 Check Register – Action Required
 - A review and approval of expenditures for the check register of Dec, 2018- \$50,564.07
7. Director’s Report
8. Board Representative Reports
 - a. Building and Grounds
 - b. Finance
 - c. Personnel/Policy
 - d. Strategic Planning
9. Friends Report
10. Old Business
 - a. Annual Report – Discussion
 - An update to the annual report will be provided.
 - b. Policy 350: Homebound Delivery Volunteer Policy – Action Required
 - Policy 350 will be reviewed (second read) and discussed for approval.

11. New business

- a. Electric Lighting Proposal – Discussion and Action Required
 - o Proposal #4661 (lighting retrofit in main areas) for \$9,625.00 and Proposal 4659 for \$4,250.00 for additional lighting in staff and patron toilet areas.
 - o The Director is recommending acceptance of #4661 for LED retrofitting, and hold on other quotes until further in the fiscal year.
 - o Further quotes pending for additional lighting in Children’s, repairs to exterior lights.
- b. Natural Gas Bids – Action Required

The Board will review natural gas bids, and determine the new contract acceptance for 1-3 years based upon bid discussion.
- c. Resolution 2019-1-23 –Action Required

A resolution authorizing the Library Director to sign for the best electricity bid from the energy broker NIMEC during January – May. The Library Director will work with Trustee Knechtges review bids at the time they are prepared.
- d. Library Foundation Bylaws – Discussion and Action Required

The Library Board will review and accept the proposed bylaws for the newly forming Library Foundation.
- e. Staff Development Day – Discussion and Action Required

Staff Development Day is proposed for Tuesday, April 9. The topic for this day will be training staff for the mission, values and role of Public Libraries in a complex age. Diversity, respect, inclusiveness will also be covered. Closing for the training day requires Board approval.
- f. Proposed Development in Sugar Grove – Discussion

The Board will discuss the proposed development in Sugar Grove. The requested usage of Library spaces for meetings or civic action will be discussed.

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.