

## **Public/Legal Notice**

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on June 22, 2022 at 125 S. Municipal Drive in Sugar Grove, Illinois in the Board Room. This meeting is open, and members of the public are welcome to attend.

**Pandemic Meeting Notice:** This meeting of the Board will be held as a hybrid, and Trustees may be present via Zoom or at the Library. Open portions of the meeting are open to the public.

**Sugar Grove Library is inviting you to a scheduled Zoom meeting.**

**Topic: Sugar Grove Library Board of Trustees July 27 Meeting**

**Time: Jul 27, 2022 06:30 PM Central Time (US and Canada)**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81083330526?pwd=CbWlbZJEqFFTgek083ZB2rHneWqh1.1>

**Meeting ID: 810 8333 0526**

**Passcode: 668577**

One tap mobile

+13126266799,,81083330526#,,,,\*668577# US (Chicago)

+13017158592,,81083330526#,,,,\*668577# US (Washington DC)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 810 8333 0526

Passcode: 668577

Find your local number: <https://us02web.zoom.us/u/kdaJGX7FoL>

## **Agenda**

**Regular Meeting of the Board of Trustees**

**Sugar Grove Public Library District**

**Wednesday, July 27, 2022 6:30 p.m. Board Room**

1. Call to Order
2. Board of Trustees 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. Approval of Minutes – **Action Required**
  - a. June 22, 2022 Regular Meeting Minutes
5. Correspondence
6. Review of Financial Reports
7. Approval of the Check Registers – **Action Required**
  - a. A review and approval of expenditures for the check register for June 2022:  
\$66,899.81
8. Closed Session (5 ILCS 120/2) - **Action Required**
  - (c) Exceptions. A public body may hold closed meetings to consider the following subjects:
    - (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
9. Return to Open Session
10. Director’s Report
11. Board Representative Reports
  - a. Building and Grounds
  - b. Finance
  - c. Personnel/Policy
  - d. Strategic Planning
  - e. Referendum
12. Friends and Foundation report
13. Trustee Open Comments and Discussion
  - a. An opportunity for Trustees to provide comment, discussion or news of interest.
14. Old Business
  - a. Open Library PayPal account – **Action Required**

The Board will approve opening a PayPal account for the primary use of accepting fine and fee payments through the Library’s new catalog.
  - b. Appoint Board representatives (2) to examine Secretary’s records – **Action Required**

This is to determine that the secretary’s minutes are in order and have no errors or discrepancies for fiscal year FY2021/2022.
  - c. Tentative Budget and Appropriations Ordinance- **Action Required**

The Board will review the tentative/draft Budget and Appropriations Ordinance before the hearing date on August 24, 2022.

#### 15. New Business

a. Review Capital Improvement Plan – *Discussion*

The board will review a capital improvement plan draft and provide input on building maintenance direction.

b. Approve Quote for Bird Mitigation – **Action Required**

The board will review proposals for bird mitigation in the two-story tower Library entrance.

c. Review Facilities Assessment Proposals – **Action Required**

The board will review proposals for facilities assessments.

d. Items for August Agenda – Discussion

#### 14. 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.