

Sugar Grove Public Library District (SGPLD)

Library Board of Trustees

Regular Board Meeting Agenda: Wednesday, May 22, 2024 6:30pm

Public/Legal Notice

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on Wednesday, May 22, 2024 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, May 22, 2024 6:30pm

1. **Call to Order**
2. **Board of Trustee 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. **Consent Agenda – Action Required**
 - a. April 2024 Expenditures
 - b. Updates to Policy 420 – Social Media Policy
 - c. Bi-annual Closed Session Minute Review
5. **Director’s Report**
6. **Board Representative Reports**
 - Building and Grounds
 - Finance
 - Personnel/Policy
 - Strategic Planning
7. **BTC (Building Technology Consultants, Inc) presentation – Christopher Kottra**
8. **Library Foundation Report**
9. **Trustee Open Comments and Discussion**

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10. Old Business

- a. Regular Board Meeting Minutes 4/24/2024 - **Action Required**
- b. Regular Board Meeting Minutes 3/27/2024 - **Action Required**
- c. Closed Session Board Meeting Minutes 3/27/2024 - **Action Required**
- d. David's Upholstery Contract - **Action Required**
- e. Fiscal Year 2025 Staff Raises - **Action Required**
- f. 2024-2025 Budget & Appropriations Ordinance Draft Approval - **Action Required**

11. New Business

- a. Maternity leave/paid leave - Discussion
- b. Kanopy database subscription – **Action Required**
- c. Employee cell phone service plan – **Action Required**

12. Items for next month

- a. Set Date for public hearing on the Tentative Budget and Appropriation Ordinance
- b. Approval of 2024-2025 Budget and Appropriations Ordinance
- c. Mango Languages Contract
- d. Tutor.com Contract
- e. Cyber Security Insurance for July 1, 2024

13. Adjournment

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.