

**Sugar Grove Public Library District (SGPLD)**

**Library Board of Trustees**

Regular Board Meeting Agenda: Wednesday, October 23, 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, November 13, 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, November 13, 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\*
4. **Pledge of Allegiance**
5. **Consent Agenda – Action Required**
  - a. Regular Board Minutes 10/23/24
  - b. October 2024 Expenditures
  - c. Annual Treasurer's Report
  - d. Holiday Closing Schedule
  - e. Board Meeting Schedule
  - f. Final Audit Submission
  - g. Ordinance 2024-11-13-Transferring Funds to Special Reserve at end of Year
6. **Director's Report**
7. **Board Representative Reports**
  - Building and Grounds
  - Finance
  - Personnel/Policy
  - Strategic Planning
8. **Library Foundation Report**

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**9. Trustee Open Comments and Discussion**

**10. Old Business**

- a. Regular Board Meeting Minutes 9/25/2024 - **Action Required**
- b. Regular Board Meeting Minutes 10/24/2024 - **Action Required**

**11. New Business**

- a. Subscription to Udemy-- **Action Required**
- b. Building Engineer for Roof Replacement Estimate -- **Action Required**
- c. Per Capita Grant Discussion of Requirements for January 2025 Submission – *Discussion*
- d. Strategic Plan Draft Review – Discussion
- e. Staff Holiday Gift-- **Action Required**

**12. Items for next month**

- a. Finalize Strategic Plan

**13. Adjournment**

- a. Next scheduled meeting Wednesday December 18, 6:30 pm

**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.