

Sugar Grove Public Library District (SGPLD)
Library Board of Trustees

Regular Board Meeting Minutes: Wednesday, July 24, 2024

1. **Call to Order**

President Ryan Ivemeyer called the meeting to order 6:32 pm

2. **Board of Trustee Roll Call**

Present: Ryan Ivemeyer, Allison Short, Glenda Peck, Michelle Damadeo, Jessica Fese

Absent: Marisa Richards

Attending via Zoom: Adrien Aaron

Also Present: Genna Mickey, Library Director; Jeff Volkman, Volkman Insurance

Trustee Allison Short motioned to approve attending via zoom, Jessica Fese seconded. Voice vote, all in favor, motion carried.

3. **Public Comment**

4. **Consent Agenda**

a. June 2024 Expenditures \$67,465.61

b. Regular Board Meeting Minutes 6/26/2024

Motion to approve the Consent Agenda by Trustee Jessica Fese and seconded by Trustee Glenda Peck. All in favor, motion carried.

5. **Correspondence**

Invitation for 75th Anniversary and Gathering of Eagle Scouts, in Sugar Grove soon; received personal letter from Alexi Giannoulis State Librarian.

6. **New Business – reordered**

a. Four Seasons Contracting – roof repairs anticipated due to storm 7/15

7. **Director’s Report**

Good feedback on Friday re-openings, children’s section updates, and vending machines.

8. **Board Representative Reports**

Building and Grounds – fountain broken again, lawn mower purchased

Finance – audit prep has begun

Personnel/Policy – recommending 6-week parental leave paid at 60% of usual pay. Short-term disability coverage quotes are on the agenda but could only be used for full time employees

Strategic Planning – Genna spoke with consulting firm, quoted \$15,000; also contacted WCC Small Business Development Center

9. **Library Foundation Report**

Friday re-opening programming - foundation paid for refreshments and banner

10. **Trustee Open Comments and Discussion**

None

11. **Old Business**

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- a. HR-1_Paid Time Off and HR-2 Leaves of Absence Policy Update – Motion to approve HR-1_Paid Time Off and HR-2 Leaves of Absence policy updates made by Trustee Michelle Damadeo and seconded by Trustee Jessica Fese. All in favor, motion carried.
- b. Staff Development Day Closure in September – Motion to closure date of Thursday, September 12, 2024 made by Trustee Allison Short and seconded by Trustee Glenda Peck. All in favor, motion carried.
- c. Updated Special Reserves Ordinance 24-7-24 – Motion to approve updated Ordinance Amending Purpose of Special Reserve Fund 24-7-24 made by Trustee Glenda Peck and seconded by Trustee Michelle Damadeo. All in favor, motion carried.

12. **New Business**

- a. Discussion of Employee benefits – Short Term and Long-Term Disability plans

13. **Items for next month**

- a. Public hearing for Budget & Appropriations
- b. Decennial Meeting upcoming August 28th 6:15pm

14. **Adjournment**

Adjournment was called at 8:22 pm by Trustee Glenda Peck and seconded by Trustee Michelle Damadeo.

All in favor.