

## Sugar Grove Public Library District (SGPLD)

### Library Board of Trustees

Regular Board Meeting Minutes: Wednesday, September 25, 2024

#### 1. **Call to Order**

President Ryan Ivemeyer called the meeting to order 6:34pm

#### 2. **Board of Trustee Roll Call**

Present: Ryan Ivemeyer, Glenda Peck, Michelle Damadeo, Marisa Richards

Absent: Allison Short, Jessica Fese

Attending via Zoom: Adrien Aaron

Also Present: Genna Mickey, Library Director

Trustee Glenda Peck made a motion to allow Trustee Adrien Aaron to attend the meeting virtually.

Marisa Richards seconded.

All in favor, motion carried.

#### 3. **Public Comment**

None

#### 4. **Consent Agenda**

a. August 2024 Expenditures: \$166, 085

b. Regular Board Meeting Minutes 8/28/2024

c. WebIT Managed IT Service Contract Increase and Renewal at \$3,991 monthly

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

#### 5. **Director's Report**

Director shared that Library door counts increased by 34% in July 2024 and the trend continues upwards over last year since the Library opened on Fridays this past July. The invitation for Harriet Parker strategic consultant planning meeting was sent. Genna reports that other governmental bodies have been very active and our community partnership meetings. Director Mickey advised on the history of Holiday in the Grove and will contribute programming funds to the event. Will also contribute funds to the Trunk or Treat event, as well as sending staff to the event to assist and run an outreach booth. Discussed the success of Groovin' in the Grove concerts. Employee health insurance rates will be out soon, Director Mickey suggests the board consider adding employee spouse, dependent, or family coverage in the future. No updates on liability insurance, roof damage estimate. Director Mickey advised on the issues with the window above the circulation desk and how that will be a larger project.

#### 6. **Board Representative Reports**

Building and Grounds – landscaping project completed, will look to planning new plants for Spring

Finance – none

Personnel/Policy – covered in the new business – updated PTO policy

Strategic Planning – Harriet Parker, consultant will be at the library on 10/1 for a SWOT workshop

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**7. Library Foundation Report**

Foundation is sponsoring the food table for Sips for Santa fundraiser, Kiwanis of Sugar Grove Township on Wednesday 10/16/24. Library Director Genna Mickey and Foundation member Audrey Huggins will be there.

**8. Trustee Open Comments and Discussion**

President Ryan Ivmeyer advised the board of his decision not to run for another library trustee term in the April 1, 2025 election.

**9. Old Business**

None

**10. New Business**

- a. Levy Draft – Director Mickey advised that the Levy has been reviewed by Jamie Rachlin of Meristem Advisors and our general counsel Roger Ritzman and we are under the 5% PTELL max, so do not need to do a TITA notice.
- b. Resolution 2025-09-25: Determine Estimate of Funds Needed – Motion to approve made by Trustee Michelle Damadeo and seconded by Trustee Glenda Peck. All in favor, motion carried.
- c. Snow Plowing Contract: The board reviewed three contracts and decided that the vendor Not Just Grass, our current landscaping vendor, was the best option, but that several more questions would need to be answered prior to approval. Board requested item be tabled until October meeting.
- d. PTO Policy update to include Floating Holiday – Motion to approve made by Trustee Glenda Peck, seconded by Trustee Marisa Richards. All in favor, motion carried.

**11. Items for next month**

**12. Adjournment**

Adjournment was called at 7:42 pm by Trustee Michelle Damadeo and seconded by Trustee Glenda Peck.

All in favor.