

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

**Library Board of Trustees**

Regular Board Meeting Minutes: Wednesday, October 23, 2024

**1. Call to Order**

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

**2. Board of Trustee Roll Call**

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

Absent: Marisa Richards

Attending via Zoom: None

Also Present: Genna Mickey, Library Director

**3. Public Comment**

None

**4. Consent Agenda**

a. September 2024 Expenditures \$109,031.59

b. Levy Ordinance 2024-10-23

c. Audit for Fiscal Year 2024 Draft

d. Annual Financial Report to the Comptroller

e. Bi-Annual Review of Closed Minutes Recommendation from Board Secretary

f. HRA Reauthorization for 2025

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

**5. Director's Report**

Reviewed recent library happenings, logo concepts, insurance updates, VSG updates, TIF information

**6. Board Representative Reports**

Building and Grounds – bushes pulled out, snow plowing contract in agenda

Finance – audit

Personnel/Policy – None

Strategic Planning – discussion of 10/1 meeting

**7. Library Foundation Report**

Sips for Santa Event attended

**8. Trustee Open Comments and Discussion**

**9. Old Business**

a. Regular Board Meeting Minutes 8/28/2024 – Motion to approve the Regular Board Meeting Minutes from 8/28/2024 by Trustee Glenda Peck and seconded by Trustee Jessica Fese. All in favor, motion carried.

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- b. Regular Board Meeting Minutes 9/25/2024 – **tabled until next month**
- c. Snow Plowing Contract – Motion to approve snow plowing contract with Not Just Grass Landscaping for a monthly contract for \$2700 plus additional fees as outlined by Snow Removal and Deicing Agreement by Trustee Adrien Aaron and seconded by Glenda Peck. All in favor, motion carried.

#### **10. New Business**

- a. Annual subscription to Chicago Community Collection and HeritageHub - Motion to approve subscriptions for \$1410 by Trustee Jessica Fese and seconded by Glenda Peck. All in favor, motion carried.
- b. Medical Insurance Plan Renewal for 2025 - Motion to approve Medical Insurance Plan renewal for a total cost of \$51,492.31 for 2025 by Trustee Allison Short and seconded by Jessica Fese. All in favor, motion carried.
- c. Library Liability Insurance Renewal effective 11/1/2024 - Motion to approve library liability insurance renewal from Volkman Insurance for a total cost of \$12,896.00 by Trustee Michelle Damadeo and seconded by Glenda Peck. All in favor, motion carried.

#### **11. Items for next month**

- a. Holiday Closing Schedule
- b. Board Meeting Schedule
- c. Employee Insurance Additions – **tabled**
- d. Per Capita Grant Discussion of Requirements for January 2025 Submission
- e. Roofing Replacement Discussion

#### **12. Adjournment**

Motion for Adjournment was called at 8:05pm by Trustee Glenda and seconded by Trustee Allison Short.

All in favor.