

**Sugar Grove Public Library District  
Library Board of Trustees  
June 25th, 2015  
Board Meeting Minutes**

**Call to Order and Roll Call**

President Bill Durrenberger called the meeting to order at 7:03 PM

**Present:**

Bill Durrenberger, President; Louise Coffman, Treasurer; Pat Graceffa, Vice President; Melissa Flint, Secretary; Shannon Halikias, Director; Anthony Oliver, Trustee, Robert Bergman, Trustee.

**Public Comment**

none

**Pledge of Allegiance**

**Approval of the May 28 2015 Minutes – Action**

Postponed

**Correspondence**

County of Kane Tax assessments, Letter from Illinois funds with no major impact from operations

**Review of Financial Report**

**Approval of June 2015 Check Register – Action**

Motion: To approve the May 2015 Check Register of electronic payments and checks. Motion by Graceffa. Second by Oliver. Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed.

**Directors Report**

Discussed

## **Board Representative Reports –**

### **Budget and Finance**

Coffman presents a report commending Director Halikias for her hard work and effort bringing the Library under budget this month while having to do necessary repairs while learning the accounting software and bringing in a knowledgeable accountant through her networking skills.

### **Building**

#### **Grounds**

Donated petunia for the front of library and library drop wildflower planting area is looking much better.

### **Bylaws**

#### **Long range Planning**

#### **Personnel**

#### **Policy**

#### **Technology**

#### **Special**

### **Friends Report**

Ari Davis has volunteered to take care of used books donated while other members of friends brainstorm fundraising ideas.

### **Old Business**

### **New Business**

#### **Amend of Board Trustee Bylaws – Action**

Motion: Coffman motions to adopt the new committee configuration and descriptions 4.01 through 4.04 as amended. Second by Oliver. . Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed.

President Durrenberger assigns members of the board as follows. Building and Grounds: Coffman and Oliver; Finance: Coffman; Personnel Policy: Flint; Planning: Graceffa.

### **Masonry Issues – Discussion**

There is no immediate threat to the safety of the public as assured by the board and the director

### **Approve Ordinance 15-6/25 Prevailing Wage Ordinance – Action**

Motion: Durrenberger motions to approve ordinance 15-6/25 Prevailing Wage ordinance. Second by Oliver. . Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed.

### **Minutes Review – Action**

Motion: Oliver motions to release all closed sessions.

Discussion.

Motion: Durrenberger motions to release closed sessions September 27, 2012; November 8, 2012; April 25, 2013; April 24, 2014; August 28, 2014; October 5 2014. Second by Graceffa.

Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed.

Appointment board representatives to examine Secretary's records – Action

Secretary Flint with Vice President Graceffa will determine that the secretary's minutes are in order and have no errors or discrepancies for the fiscal year 2014-2015.

### **Budget and Appropriation Ordinance Hearing Dates – Action**

Motion: Coffman motions to set the public hearing for budget and appropriation ordinance at 7:00 PM on August 27 with regular board meeting to commence afterwards. Second by Durrenberger.

Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed.

### **Items for July Agenda**

Approval of May 28 minutes

Tentative B and A

Masonry update

Swearing in new Trustee

### **Closed Session – Action**

President Durrenberger motions that under 5 ILCS 120/2 (c)(3) that the board moves into closed session to discuss filling the vacancy in a public office. Second by Oliver.

Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed. At 8:12 PM

### **Closed Session**

Motion: Durrenberger motions to move back into open session at 8:36. Second by Coffman.

Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed.

Motion: Coffman motions to appoint Kim Ekker to the vacant Trustee seat. Second by Graceffa.

Roll Call Vote: Coffman – yes. Flint – yes. Oliver – yes. Graceffa – yes. Durrenberger – yes; Bergman - yes. Motion Passed.

### **Adjourn**

Motion to adjourn by Coffman at 8:37 PM. Second by Oliver. Voice vote: all yes. Motion Passed

Minutes respectfully submitted:

Melissa Flint