

**Sugar Grove Public Library District
Library Board of Trustees
Thursday, December 17, 2015
Board Meeting Minutes**

Call to Order and Roll Call

President Bill Durrenberger called the meeting to order at 7:12 PM

Present:

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

Public Comment

None

Pledge of Allegiance

Approval of November 19, 2015 Regular Board Meeting Minutes

Motion: To approve the November 19, 2015 Regular Board Meeting Minutes with corrections. Motion by Durrenberger. Second by Ekker.

Roll call vote: Durrenberger – yes. Ekker – yes. Bergman – yes. Flint – yes.

Abstain: Oliver. Graceffa. Coffman

Approval of November 19, 2015 Closed Session Minutes

Motion: To approve the November 29, 2015 Closed Session Minutes with corrections. Motion by Durrenberger. Second by Ekker.

Roll call vote: Durrenberger – yes. Ekker – yes. Bergman – yes. Flint – yes.

Abstain: Oliver. Graceffa. Coffman

Correspondence

none

Review of Financial Reports

Presented by Louise Coffman, Treasurer and Shannon Halikias, Director

Approval of the November 2015 Check Register

Motion: To Approve the November 2015 Check Register. Motion by Cofmann. Second by Oliver.

Roll call vote: Durrenberger – yes. Bergman – yes. Coffman – yes. Flint – yes. Graceffa – yes. Ekker – yes.

Directors Report

Presented by Halikias. Halikias reports on Lifelong learning lunch she attended with Trustee Oliver for Waubensee Community College; update on the new website design and new material additions to the library.

Board Representative Reports

Building and Grounds

Louise Coffman reports that the holiday wreathes from Vice President Graceffa were installed. Significant re-lamping was done around the building and the committee is looking into 12 downspout extensions.

Finance

none

Personnel / Policy

Strategic Planning

none

Friends Report

Reulands food Service donated \$160.00 for library books.

Old Business

Discussion regarding the library on ballot in November 2016 for referendum

New Business

Board meeting Dates for Calendar year 2016 – Action Required

Regular Library Board Meeting dates will be held on the fourth Wednesday of the month instead of Thursday at 7:00 pm for the 2016 year unless otherwise posted.

Motion to move regular library board meeting dates to every fourth Wednesday of the month by Coffman. Second by Flint.

Holiday Closings for 2016 – Action Required

Motion to approve the holiday library closings for 2016 by Durrenberger. Second by Oliver.

Roll call vote: Durrenberger – yes. Bergman – yes. Coffman – yes. Flint – yes. Graceffa – yes. Ekker – yes.

Renewal of HAS/FSA plan for employees – Action Required

Motion to approve renewal of HAS/FSA plan for employees by Durrenberger. Second by Graceffa.

Roll call vote: Durrenberger – yes. Bergman – yes. Coffman – yes. Flint – yes. Graceffa – yes. Ekker – yes.

Prairie Glen Subdivision HOA Agreement – Discussion

Information regarding Prairie Glen subdivision HOA agreement presented by Louise Coffman. Discussion followed.

Meeting Room Policy Revisions – Action Required

Motion to approve meeting room policy revisions by Oliver. Second by Durrenberger.

Roll call vote: Durrenberger – yes. Bergman – yes. Coffman – yes. Flint – yes. Graceffa – yes. Ekker – yes.

Java Café Lease Renewal – Action

Action Tabled till further discussion with Café tenant.

Motion: President Durrenberger motions to go into closed session under Closed Session Citation: (5 ILCS 120/2) under the open meeting act when action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Second by Coffman.

Roll call vote: Durrenberger – yes. Bergman – yes. Coffman – yes. Flint – yes. Graceffa – yes. Ekker – yes.

Meeting in Closed Session at 8:56

Motion: To resume meeting as open session at 9:09. Motion by Durrenberger. Second by Coffman.

Roll call vote: Durrenberger – yes. Bergman – yes. Coffman – yes. Flint – yes. Graceffa – yes. Ekker – yes.

Tolling Agreement – Action Required

Motion to accept a Tolling Agreement with Cordogan Clark and Associates by Coffman. Second by Durrenberger.

Roll call vote: Durrenberger – yes. Bergman – yes. Coffman – yes. Flint – yes. Graceffa – yes. Ekker – yes.

Adjournment

Motion to adjourn by Durrenberger at 9:10 PM. Second by Coffman.

Voice Vote: All – yes.

Minutes respectfully submitted:

Melissa Flint