

**Regular Meeting of the Board of Trustees  
Sugar Grove Public Library District  
Wednesday, October 27, 2021 6:30 p.m.**

**Pandemic Meeting Notice:**

Due to safety and pandemic health risk concerns, the meeting will be held in the Large Meeting Room with tables distanced a minimum of six feet apart for Trustees or patrons that cannot attend the meeting virtually. The Library Director or designee will be present at the location. It is strongly suggested that Trustees join virtually or by audio, via the Governor's adaptations to OMA, and patrons listen via audio if so desired.

Sugar Grove Library is inviting you to a scheduled Zoom meeting.

Topic: October Library Board of Trustees Meeting  
Time: Oct 27, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86460971575?pwd=ZmZjWVJwUkZDbDBUck12RlRhTnVaZz09>

Meeting ID: 864 6097 1575

Passcode: 368295

One tap mobile

+13126266799,,86460971575#,,,,\*368295# US (Chicago)

+19292056099,,86460971575#,,,,\*368295# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 864 6097 1575

Passcode: 368295

Find your local number: <https://us02web.zoom.us/u/k64lwbCVY>

**Public Notice:**

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on at 125 S. Municipal Drive in Sugar Grove, Illinois. This meeting is open, and members of the public are welcome to attend.

Any person who has a disability requiring accommodations to participate in this meeting should contact the Sugar Grove Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.

1. Call to Order/Roll Call and Introduction of Trustees
2. Public Comment – copies of written comments may be given to the Board’s Secretary for inclusion in the Library’s public records\*
  - a. Pledge of Allegiance
3. Approval of Minutes – Action Required
  - September 22, 2021 General Meeting
4. Correspondence
5. Review of Financial Reports
6. Approval of the Check Registers – Action Required
  - A review and approval of expenditures for the check register for September - \$65,477.03
7. Director’s Report
8. Board Representative Reports
  - a. Building and Grounds
  - b. Finance
    - Levy as agenda item*
  - c. Personnel/Policy
    - Policy 730 – Agenda item*
  - d. Strategic Planning
    - Survey and focus groups discussion*
9. Friends and Foundation Report
10. Trustee Open Comments and Discussion
  - An opportunity for Trustees to provide comment, discussion or news of interest.
11. Old Business
  - a. Live and Learn Construction Grant – Update

## New Business:

### A. Levy Ordinance 2021-10-27

The annual passage of the levy necessary to secure funding for Library operations.

### B. Policy 730: Disposal of Surplus Property – Discussion and Action Required

A policy stating the procedure and disposal requirements for property owned by the Library District.

### C. A-1 Landscaping Contract – Discussion and Action Required

A review of the next contract for landscaping and snow removal for the Library for a period of three years. Coverage for landscaping has been increased to provide for more attention to beds and beautification.

### D. Potential Shelter/Bandshell on Library Property – Discussion

The Library is in discussions with other taxing bodies about the potential for a permanent shelter/stage on the Library grounds, grant application, intergovernmental usage.

### E. Board Succession Planning – Discussion

## 12. Items for Next Month

## 13. Adjourn

### SUGAR GROVE PUBLIC LIBRARY DISTRICT PUBLIC COMMENT POLICY Adopted 3/10/11

The purpose of this policy is to ensure that interested parties representing various points of view are allowed time to present their views while permitting the Board to conduct their meeting in an efficient and effective manner. The Board will include an agenda item for public comment at each of its regular meetings.

Persons wishing to make a public comment must be in attendance at the meeting and shall:

- Speak only when recognized by the President of the Board or person conducting the meeting.
- Rise and state their name
- Limit their public comment time to three (3) minutes
- Make public comment that related to Library business only.