

**Sugar Grove Public Library District (SGPLD)**  
**Library Board of Trustees**

Regular Board Meeting Minutes: Wednesday, November 15, 2023

**1. Call to Order**

President Ryan Ivemeyer called the meeting to order 6:36 pm

**2. Truth in Taxation Hearing / Call for Public Comment**

- a. Motion made to open Public Hearing for public comment for the approval of a proposed tax levy increase for the Sugar Grove Public Library District to be collected for fiscal year 2023-2024 by Trustee Michelle Damadeo, seconded by Trustee Glenda Peck. All in favor, motion to open Public Hearing carries.
- b. Public Comment - None
- c. Motion to adjourn Public Hearing made by Trustee Allison Short, seconded by Trustee Michelle Damadeo. All in favor, public hearing ended.

**3. Board of Trustee Roll Call**

Present: Allison Short, Ryan Ivemeyer, Glenda Peck, Michelle Damadeo, Jessica Fese, Adrien Aaron (via Zoom)

Heidi Lendi, Village Trustee

Genna Mickey, Library Director

**4. Public Comment**

None

**5. Consent Agenda**

- a. October 2023 expenditures \$67,943.01
- b. Holiday Closing Schedule
- c. Board Meeting Schedule
- d. Board of Trustees List

Motion to approve Consent Agenda made by Trustee Glenda Peck and seconded by Trustee Jessica Fese. All in favor, motion carried.

**6. New Business (reordered)**

- a. Trustee Jessica Fese motioned to approve Regular Board Meeting Minutes 10-25-23 separately from Consent Agenda. Trustee Michelle Damadeo seconded. Regular Board Meeting Minutes 10-25-23 moved out of Consent Agenda. Motion to approve Regular Board Meeting Minutes 10-25-23 by Trustee Michelle Damadeo, Trustee Glenda Peck seconded. Voice vote 5 ayes, Trustee Jessica Fese voted present/abstain. Motion carried

**7. Director's Report**

November Zoom strategic planning meeting went well, planning Friday night event, staff development day went well, joint review meetings for TIFs upcoming, beginning Capital and Long-Term planning. Wintermarket went better in November.

**8. Board Representative Reports**

Building and Grounds – none

Finance – none

Personnel/Policy – none

Strategic Planning – Survey out December 1, no other updates

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

**Library Board of Trustees**

Regular Board Meeting Minutes: Wednesday, November 15, 2023

**9. Library Foundation Report**

Upcoming reception for 60<sup>th</sup> Anniversary, need additional members with ideas for fundraising/events

**10. Trustee Open Comments and Discussion**

**11. Old Business**

- a. Motion to Approve Levy Ordinance 2023-11-15 made by Trustee Michelle Damadeo. Trustee Allison Short seconded. All in favor, motioned carried.

**12. New Business**

- a. Paid Leave Policy – tabled until next month
- b. Bi-Annual Review of Closed Session Minutes – Trustee Allison Short as board secretary recommended that we can maintain current closed minutes and release no others at this time. No action required.
- c. 2023 Per Capita Grant Requirements due January 30, 2024 – reviewed materials
- d. Capital / Long Term Needs & Facility Planning – reviewed prioritized list

**13. Items for next month**

- a. Paid Leave Policy
- b. Annual library walk-through
- c. Staff recognition/holiday gift

**14. Adjournment**

Adjournment was called at 08:11pm by Trustee Jessica Fese and seconded by Trustee Michelle Damadeo. All in favor.