

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

**Library Board of Trustees**

Regular Board Meeting Minutes: Wednesday, November 13, 2024

**1. Call to Order**

President Ryan Ivemeyer called the meeting to order 6:32pm

**2. Board of Trustee Roll Call**

Present: Ryan Ivemeyer, Allison Short, Glenda Peck, Jessica Fese, Marisa Richards

Absent: Michelle Damadeo

Attending via Zoom: Adrien Aaron

Also Present: Genna Mickey, Library Director

Motion to approve Zoom attendance by Trustee Glenda Peck, seconded Trustee Jessica Fese. All in favor, motion carried.

**3. Public Comment**

None

**4. Consent Agenda**

- a. Regular Board Minutes 10/23/2024
- b. October 2024 Expenditures \$91,829.17
- c. Annual Treasurer's Report
- d. Holiday Closing Schedule
- e. Board Meeting Schedule
- f. Final Audit Submission
- g. Ordinance 2024-11-13 – Transferring Funds to Special Reserve at End of Year

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

**5. Director's Report**

Reviewed library happenings, meetings, outreach opportunities during the fall, lots of positive feedback for library staff, final library logo design and feedback

**6. Board Representative Reports**

Building and Grounds – None

Finance – Not present, met 11/1

Personnel/Policy – None

Strategic Planning – draft to be reviewed in agenda

**7. Library Foundation Report**

Trustee Michelle Damadeo not present, but no meetings have occurred since last board meeting.

**8. Trustee Open Comments and Discussion**

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**9. Old Business**

- a. Regular Board Meeting Minutes 9/25/2024 – Motion to approve the Regular Board Meeting Minutes from 9/25/2024 by Trustee Glenda Peck and seconded by Trustee Marisa Richards. Trustee Allison Short and Trustee Jessica Fese abstained. All others in favor, motion carried.

**10. New Business**

- a. Annual subscription to Udemy - Motion to approve subscription for \$2600 by Trustee Jessica Fese and seconded by Trustee Glenda Peck. All in favor, motion carried.
- b. Building engineer proposal for roof replacement estimate with Cedar Street Architecture – Motion to approve contract with Cedar Street Architecture for architectural service by Trustee Marisa Richards and seconded by Trustee Glenda. All in favor, motion carried.
- c. Per Capita Grant discussion of requirements for January 2025 submission – draft will be shared with board.
- d. Strategic Plan draft reviewed with board
- e. Staff Holiday gift – Motion to approve staff holiday gift of apparel and luncheon by Trustee Glenda Peck and seconded by Trustee Allison Short. All in favor, motion carried.

**11. Items for next month**

- a. Finalize Strategic Plan
- b. Per Capita Grant submission for January 2025
- c. Live tutoring database and language learning database subscriptions

**12. Adjournment**

Motion for Adjournment was called at 7:39pm by Trustee Glenda Peck and seconded by Trustee Marisa Richards.

All in favor.