

Sugar Grove Public Library District (SGPLD)

Library Board of Trustees

Regular Board Meeting Minutes: Wednesday, January 22, 2025

1. Call to Order

Vice President Glenda Peck called the meeting to order 6:30pm

2. Board of Trustee Roll Call

Present: Allison Short, Glenda Peck, Michelle Damadeo, Marisa Richards, Jessica Fese, Adrien Aaron

Absent: Ryan Ivemeyer

Attending via Zoom: None

Also Present: Genna Mickey, Library Director; Heidi Lendi, Village Trustee

3. Public Comment

None

4. Consent Agenda

a. December 2024 Expenditures \$63,136.83

b. Regular Board Minutes 12/18/2024

c. Upgraded Lighting for Men's Restroom, Children's Lounge, Staff Women's Bathroom (Capital Needs Plan)

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

5. Director's Report

State of the Village upcoming 2/7, chamber luncheon held 1/16, YouTube First Amendment auditor visit 1/2/25, library email migrated to new system in January – working well. Shared information about roofing/gutters, tree donation, thank you note from Conley Outreach Community Services, winter reading program, license sticker program.

6. Board Representative Reports

Building and Grounds – Met with Not Just Grass for landscaping work upcoming, including rocks, replacement of bushes, other improvements

Finance – Budget update

Personnel/Policy – None, still planning on 2/17 Local Records Act

Strategic Planning – Logo is delayed, strategic plan can be launched with logo

7. Library Foundation Report

None

8. Trustee Open Comments and Discussion

Marisa Richards shared information regarding Fox Valley United Way - Dolly Parton Imagination Library launching in Kendall County and upcoming in Kane County.

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9. Old Business

- a. Library Board Trustee Job Description – tabled
- b. Policy 200 – Collection Development Policy and Policy 205 – Materials Reconsideration Policy & Reconsideration of Materials Form - motion to approve updated Policy 200 & 205 made by Trustee Jessica Fese and seconded by Trustee Michelle Damadeo. All in favor, motion carried.
- c. Brainfuse & Pronunciator Database Subscription \$2,940 - motion to approve subscription for \$2,940 made by Trustee Allison Short and seconded by Trustee Michelle Damadeo. All in favor, motion carried.

10. New Business

- a. Policy 740 – Gifts Policy - motion to approve Policy 740 made by Trustee Jessica Fese and seconded by Trustee Marisa Richards. All in favor, motion carried.
- b. Policy 320 – License Plate Sticker Service Agreement and Set Processing Fee - motion to approve Policy 320, processing fee set at \$9.50 made by Trustee Michelle Damadeo and seconded by Trustee Jessica Fese. All in favor, motion carried.
- c. Tree Donation - motion to express no objection to potential plans for tree donation by voice vote, all in favor, motion carried.
- d. Groovin' in the Grove Bank Account updated from Village to Chamber – move to express no objection to transfer fund management to the Chamber of Commerce for Groovin' in the Grove by voice vote, all in favor, motion carried.
- e. Roofing and Cupola Project Proposals - motion to authorize Library Director Genna Mickey to approve roofing cupola project proposal pending attorney approval made by Trustee Michelle Damadeo and seconded by Trustee Adrien Aaron. All in favor, motion carried.

11. Items for next month

- a. Library Director's Annual Review – Closed session

12. Adjournment

Motion for Adjournment was called at 7:50pm by Trustee Jessica Fese and seconded by Trustee Adrien Aaron.

All in favor.