

Public/Legal Notice

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on October 25, 2017 at 6:30 p.m. pm in the Board Room of the Sugar Grove Public Library located at 125 Municipal Drive/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.

Agenda

Regular Meeting of the Board of Trustees Sugar Grove Public Library District Wednesday, October 25, 2017 6:30 p.m.

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 27, 2017 – Regular Board Meeting
4. Correspondence
5. Review of Financial Reports
6. Approval of the September 2017 Check Register – Action Required
 - A review and approval of expenditures for the check register of September, 2017 for \$28,811.52
7. Director’s Report
8. Board Representative Reports
 - a. Building and Grounds
 - b. Finance
 - c. Personnel/Policy
 - d. Strategic Planning

9. Friends Report

10. Old Business

a. HRA – Discussion Action Required

The Board will review the revised plan documents for the HRA. Legally the Library cannot hold a HSA or FSA due to changing IRS regulations. Plan documents are revised accordingly to note the account change to a Health Reimbursement Account.

b. Gutter Project Update - Discussion

11. New business

a. Levy Ordinance 2017-10-25 – Discussion and Action Required

The Board will adopt the annual Levy Ordinance to secure funding necessary for the operations of the District.

b. Draft of the Audit – Discussion

We will briefly review a few numbers from the annual audit prior to full review at the November meeting. The audit numbers indicate that we are on track with revenues slightly higher than expected and expenditures on target.

c. Per Capita Grant Requirements – Discussion

The Board will review Chapters 1-5 of the Trustee Fact File. Further assignments will be given for the November meeting in order to meet grant requirements.

d. Sugar Grove Arts and Entertainment Committee – Discussion

The Library is part of the new SGAE Committee comprised of local entities, with a mission to bring a broader range of community events to the community.

12. Closed Session: For the purpose of the annual review of the Director by the Board of Trustees.

Closed Session Citation: (5 ILCS 120/2) (1) The appointment, employment, compensation, Discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

13. Open Session: Annual salary and work agreement for the Library Director – Action Required

14. Items for next month

15. 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.