**Public Notice:**

The regular monthly Board meeting of the Sugar Grove Public Library Board of Trustees will be held on January 27, 2021 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.

**Pandemic Meeting Notice:**

This meeting will be held virtually due to Tier 3 mitigation efforts in place due to Covid-19. The Library Director or designee will be present at the location in the event that there is a member of the public that cannot attend remotely. It is strongly suggested that Trustees join virtually or by audio, via the Governor’s adaptions to OMA, and patrons listen via audio if so desired. Login information is as follows:

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

Topic: Monthly Board of Trustees Meeting

Time: Jan 27, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/81614452609?pwd=dXd2V284Z1htaGtzWTJGamltN1lUQT09

Meeting ID: 816 1445 2609

Passcode: 119586

One tap mobile

+13126266799,,81614452609#,,,,\*119586# US (Chicago)

+19292056099,,81614452609#,,,,\*119586# 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 D.C)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 816 1445 2609

Passcode: 119586

Find your local number: https://us02web.zoom.us/u/kekYcoSext

**Agenda**

**Regular Meeting of the Board of Trustees**

**Sugar Grove Public Library District**

**Wednesday, January 27, 2021 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\*
   1. Pledge of Allegiance
3. Approval of Minutes – Action Required

* December 16, 2020

1. Correspondence
2. Review of Financial Reports
3. Approval of the Check Registers – Action Required

* A review and approval of expenditures for the check register for December - $53,855.42

1. Director’s Report
2. Board Representative Reports
3. Building and Grounds
4. Finance
5. Personnel/Policy
6. Strategic Planning
7. Friends and Foundation Report
8. Old Business
   1. Pandemic Operations – Discussion

January Update: This discussion will provide information on the status of the Library, as well as ongoing information. The Library is estimated to reopen for browse-and-go on 2/8/21.

* 1. Live and Learn Construction Grant – Discussion

The Library submitted for the next round of Live and Learn Construction Grants.

* 1. Per Capita Grant Requirements – Discussion

The next cycle for per capita grants is approaching, with a due date of March 15, 2021. This year more review is necessary as the new version of “Serving the Public” has been released for 2020. Copies will be distributed to Trustees.

* 1. Succession Planning – Action Required

The Board will review the previously discussed succession plan.

1. New business
   1. Life Insurance for Staff – Discussion

A discussion of current efforts to cost compare life insurance policies for staff members.

* 1. Café Area Restoration – Discussion

The Library experienced a minor flood and water damage in the Café area. The Director will provide an update of remediation, restoration, or light construction that will be needed in response to water damage.

* 1. Legislative Learning Days for Trustees – Discussion

A reminder of the upcoming learning and networking opportunity for Trustees and Administration.

* 1. Energy Pricing – Discussion

The Library will renew the gas and electricity rates in a few months. Bids will be discussed, with the Grounds representative providing input.

1. Items for Next Month
2. 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.