



# Illinois Heartland Library System

## Board of Director Meeting Minutes

November 22, 2016

4:30 p.m.

**Carbondale Office: 1740 Innovation Drive, Carbondale, IL 62903, 618-985-3711**

**Champaign Office: 1704 West Interstate Drive, Champaign, IL 61822, 217-352-0047**

**Edwardsville Office: 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216**

**Decatur Public Library: 130 North Franklin Street, Decatur, IL 62523, 217-424-2900**

**Illinois State Library, Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701, 217-785-5600**

**Southeastern Illinois College, Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400**

4	Approve the November Consent Agenda a. Approval of October 25, 2016 Minutes b. Membership Report c. Operations Report d. SHARE Board Report e. September Staff Activity Report f. October Staff Activity Report g. IT Report	Approved
5.1	Approve the October 2016 Bills	Roll Call – Approved
6.1	Accept the Financial Reports	Approved
11.1	Accept the Staff Update	Roll Call - Approved
15.a	Facilities	Roll Call - Approved
16.1	Membership Consideration	Approved
16.3	Nominating Committee	Approved
	Adjourn	Roll Call - Approved

### Call to Order

-Sandy West called the meeting to order at 5:00 p.m.

### Roll Call

#### Board Members:

Edwardsville: Mary Barteau, Mary Beil, Gary Denué, Jim Fenton, Tina Hubert, Sandy West, Sara Zumwalt

Carbondale: Clyde Hall

Champaign: Geoffrey Bant, Sarah Isaacs, Beverly Obert, Charlene Topel

Illinois State Library: Rachel Fuller

Decatur Public Library: John Phillips

Southeastern Illinois College: Gary Jones

#### Other Attendees:

Carbondale: Troy Brown, Arlanna Fries

Champaign: Joan Bauer

Decatur Public Library: Robert Edwards

Champaign Office:  
1704 West Interstate Drive  
Champaign, IL 61822  
217-352-0047

Du Quoin Office:  
500 South Madison  
Du Quoin, IL 62832  
618-985-3711

Edwardsville Office:  
6725 Goshen Road  
Edwardsville, IL 62025  
618-656-3216

Edwardsville: Stacie Bushong, Colleen Dettenmeier, Shirley Paden, Adrienne Elam, Chris Dawdy, Leslie Bednar, Brandon Chapman, Rhonda Johnisee, Greg McCormick, Debra Aggertt  
Illinois State Library: Mark Schaeffer, Jeannie Urbanek

**Consent Agenda**

-Tina Hubert motion. Gary Denu second. Motion passed.

**October Bills**

-Tina Hubert motion to approve, Sara Zumwalt second. Motion passed by roll call vote.

**October Financial Reports**

-Tina Hubert motion to accept, Mary Beil second. Motion passed.

**FOIA Update**

-None

**Open Meetings Act (OMA) Update**

-Jim Fenton addressed question regarding individual comments in minutes. Recording of actions, not individual comments, is all that is required. There is no policy necessary.

**Public Comment**

-None

**Communication**

-Leslie Bednar shared thank you notes from Brighton Memorial Public Library for IHLS participation in their October open house, Pattie Piotrowski (ILA Academic Librarian of the Year) for gift of chocolates and Tina Hubert (ILA Librarian of the Year) for her flowers. Also announced a grant from the WalMart Foundation of \$75,000.

**Staff Report**Staff Update

-Sarah Isaacs motion to accept. Jim Fenton second. Motion passed by roll call vote.

Secondary Employment

-One request presented. Jim Fenton motion, Gary Denu second. Motion passed.

Personnel

-None

**Illinois State Library Report**

- Greg McCormick reported the FY18 budget is under development within Secretary of State's Office. More information will be available after Governor's budget address is scheduled. Legislature is back and reviewing the FY17 budget. General revenue fund authority for state agencies expires at the end of the calendar year. Illinois State Library is looking closely at system membership standards proposed by RAILS and would like IHLS to review them for future discussions.

**Committee Reports**Executive

-Sandy West stated committee discussed departmental activities. Leslie will reach out to Illinois School Library Media Association (ISLMA) president about how best to support ISLMA during the second round of the ESSA (Every Student Succeeds Act) statewide listening tour. Board meeting locations added for meetings. Vendor offers.

Finance

-Tina Hubert reported regular business addressed. Adrienne is going to check on approving items quarterly. Next meeting is Wednesday, December 14 at 3 pm by Zoom.

Membership & Policy

-Rachel Fuller reports discussed language changes to bylaws approved and sent to board. Also membership recommendation for Woodlawn CUSD #209. Considered sample government travel reimbursement information.

Facilities & Operations

-Sarah Isaacs reported the discussion about Illinois Library Delivery Service (ILDS) that we are moving forward with the contract as originally established. Touched base on each building.

Personnel

-Geoff Bant reported no meeting was held.

Advocacy Committee

-Sandy West reported agenda was focused and Chris Dawdy facilitated meeting. Established goals and targets for the committee.

**Board Citation Review**

-Illinois Public Labor Relations Act (5 ILCS 315) -- *Sarah Isaacs*

-Illinois Governmental Ethics Act (5 ILCS 420) | Local Records Act (50 ILCS 205) – *Gary Denué*

**Unfinished Business**Facilities

- Leslie Bednar reports that there is unexpected damage to the roof at Champaign, in addition to a need for new drains, which will incur additional costs. Gary Denué motion. Tina Hubert second. Motion passed by roll call vote.

Vendor Offers

-Language created for the website by the Communication Team was reviewed and some edits were suggested.

Illinois Library Delivery Service (ILDS)

-Leslie Bednar reports after formal communication with Dee Brennan (RAILS Executive Director), negotiations moving in a positive direction. IHLS was reimbursed for August and September invoices. RAILS agreed to reimburse IHLS for 1 year of service at the June 2016 agreed upon rate of approximately \$242,000,

**New Business**Membership Consideration

-Sara Zumwalt motion to accept committee recommendation to suspend Woodlawn CUSD #209. Clyde Hall second. Motion passed.

#### Proposed Revision Bylaws – Article VIII

-Based on comments from the board the revision will go back to the Policy & Membership committee.

#### Nominating Committee

– Sandy West presented her recommendation for nominating committee with Susan Tulis as committee chair. The following board seats open this spring: 1 academic, 1 special, 1 school and 2 public library trustees. All individuals are eligible to run for a second term. Sara Zumwalt motion to approve committee membership, Gary Denu second. Motion passed.

#### **Agenda Building**

- Vendor offer language, update on ILDS project, Policy & Membership committee report regarding proposed policy language from this meeting, facilities, ESSA update, RAILS system membership standards.

#### **Public Comment**

-Mary Jo Akeman really appreciated the flowers IHLS sent to the Six Mile Regional Library District (SMRLD) board meeting. Announcement: Illinois Early Intervention Clearinghouse event on December 8<sup>th</sup>.

#### **Announcements**

-No board meeting in December. Tina Hubert: SMRLD in a group of 4 other community organizations honored with an award by East West Gateway Council as an exemplary public non-profit collaboration.

#### **Adjournment**

-Tina Hubert motion, Gary Denu second. Motion passed by roll call. Adjourned 6:50 pm.