

BOARD OF DIRECTORS MEETING MINUTES

May 25, 2017

5:00 pm

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

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

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

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

Effingham Public Library: 200 North Third Street, Effingham, IL 62401, 217-342-2464

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

Morrison-Talbott Library (Waterloo): 215 Park Street, Waterloo, IL 62298, 618-939-6232

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

3	Appoint Susan Pennington to Vacant Board Seat	
4	Approve the May 2017 Consent Agenda a. Approval of April 25, 2017 Minutes b. Approval of May 16, 2017 Minutes c. Membership Report d. Operations Report e. SHARE Board Report f. April Staff Activity Report	Carried
5	Approval of Bills	Roll Call – Carried
6	Accept the Financial Reports	Roll Call - Carried
17a	Approve Capital, General and SHARE Budgets	Roll Call - Carried
17b	Approve Plan of Service	Roll Call - Carried
18a	Accept Board Elections	Carried
18d	Accept IHLS FY2018 Board Meeting Dates	Carried
18e	Accept IHLS FY2018 Holidays	Carried
18f	Accept IHLS FY2018 System Attorneys	Carried
18g	Accept Vehicle Purchase	Roll Call - Carried
	Adjourn	Roll Call - Carried

Call to Order

-Sandy West called the meeting to order at 5:02

Roll Call

Board Members:

Champaign: Geoff Bant (entered 5:06)

Edwardsville (primary location): Debbie Owen, Sara Zumwalt, Tina Hubert, Gary Denué, Tiffany Droege

Illinois State Library: Susan Pennington, Sandy West

Southeastern Illinois College: Gary Jones

Phone: Bev Obert

Absent: John Phillips, Clyde Hall, Sarah Isaacs, Charlene Topel

Other Attendees:

Carbondale: Troy Brown, Ellen Popit

Champaign: Mary Johnston

Edwardsville: Stacie Bushong, Adrienne Elam, Colleen Dettenmeier, Shirley Paden, Chris Dawdy, Betsy Mahoney, Susan Palmer

Illinois State Library: Greg McCormick, Deb Aggertt, Vandella Brown, Leslie Bednar

Appoint Susan Pennington

Sandy West appointed Susan Pennington to begin her term 2 months early to fill Rachel Fuller's vacancy.

Consent Agenda

Bev Obert motion. Susan Pennington second. Motion carried.

Approval of Bills April

Tina Hubert motion. Gary Denu second. Motion approved unanimously by roll call vote.

Financial Reports

Tina Hubert motion. Sara Zumwalt second. Motion carried unanimously by roll call vote.

General Fund Cash Position Analysis

Adrienne Elam gave an overview of the system's available cash at 30 April 2017. Based on the approved FY2017 budget, IHL general fund can continue operations with no additional revenue for approximately 18 months. Upon receipt of the remaining FY2017 System Area and Per Capita allocation (\$1,362,924.98), IHL general fund can continue operations for approximately 24 months.

Share Financial Fact Sheet

Adrienne Elam explained the SHARE fund report and how the proprietary account operates annually. At 30 April 2017, available SHARE cash can continue operations with no additional revenue for approximately 4 months. Within this time frame the majority of SHARE membership fee revenue is anticipated which will support the project through FY2018.

FOIA Update

None

Open Meetings Act (OMA) Update

None

Public Comment

None

Communication

We have a thank you from Senator Dick Durbin acknowledging the Thank You card we sent to state and federal officials.

Staff Report

No actions this month

Illinois State Library Report

Greg McCormick welcomed Susan Pennington. Illinois State Library staff closely monitoring the FY2017-FY2018 budget situation. The proposed FY2018 federal budget includes the elimination of the Institute of Museum and Library Services (IMLS). If approved, this would have a significantly negative impact on

library services statewide, as Library Service and Technology Act (LSTA) grants are distributed through IMLS. The Illinois State Library would see the immediate impact of such an elimination in FY2019.

Executive

Sandy West reported the meeting recapped all other committee work. Discussed membership and the Wal-Mart Grant in addition to board training on July 18.

Finance

Tina Hubert reported the committee met on May 9. It was a routine meeting. The special board meeting was discussed along with the new budget and Plan of Service. Next meeting June 14, 3:00 p.m. via Zoom

Membership & Policy

Sara Zumwalt reported they discussed the Plan of Service and possibility of Centreville Public Library joining again.

Facilities & Operations

Sara Zumwalt reported updates on all buildings were received with concerns on how much should be spent on the Champaign office in regard to flooring and other needed improvements that will be needed. Discussed the possibility of finding a different location. They approved a list of surplus vehicles to be presented to the board at the June meeting and reviewed the surplus item list that will be auctioned to members first and then the public.

Personnel

Geoff Bant reported there was no meeting.

Advocacy

Sandy West reported the committee feels they are not making progress. Next meeting is June 7, 10 a.m. - noon with Laura Huth of DoGood Consulting to review goals and objectives.

Nominating Committee

Betsy Mahoney reported 140 eligible ballots were submitted. Sandra West was reelected as academic library representative, Susan Pennington was elected as school library representative, Stacey Carter was elected as special library representative, Gary Denué and Mary Smith were elected as public library trustee representatives. Suggestions for the next nominating committee include: developing a packet of board member responsibilities and expectations, and to send to the committee the commitment to serve in addition to posting on the board page of our website. They also request ideas on how to get more involvement in the election process. To identify more candidates, send out message in December stating what seats will be open.

Board Citation Review

Sandy West presented the Illinois Human Rights Act (775 ILCS 5). Also seeking volunteers for citation reviews beginning in July.

Unfinished Business

Facilities

Leslie Bednar reported a leak in the new Champaign roof that has been repaired. We have received our new 25-year warranty. The mapping of the roof repairs have not been received from KingLar.

RAILS Draft Membership Standards

Greg McCormick will be discuss with the RAILS board tomorrow and give them the State Library's recommendation.

IHLS FY2018 System Area & Per Capita GrantCapital, General and SHARE Budgets

Leslie Bednar provided an overview of the budget items that had changed since the special board meeting. Tina Hubert motion to approve, Gary Denu second. Motion carried unanimously by roll call vote.

Plan of Service

Leslie Bednar explained the changes in the Plan of Service. Sara Zumwalt motion. Susan Pennington second. Motion carried unanimously by roll call vote.

New BusinessBoard Elections

Bev Obert motion. Sara Zumwalt second. Motion carried.

Board Officers Nomination Committee

Sandy West has asked Sarah Isaacs to head this committee. If you have an interest in being part of the committee reach out to Sarah.

Executive Director Evaluation

Sandy West has been working on the evaluation and will have the information to the board via electronic survey the second week of June. The survey will be anonymous.

IHLS FY2018 Board Meeting Dates

Tiffany Droege motion. Sara Zumwalt second. Motion carried.

IHLS FY2018 Holidays

Debbie Owen motion. Gary Denu second. Motion carried.

IHLS FY2018 System Attorneys

Debbie Owen motion. Gary Denu second. Motion carried.

Vehicle Purchase

Tina Hubert motion. Sara Zumwalt second. Motion carried unanimously by roll call vote.

Agenda Building

Board officer nominations, Executive Director Evaluation, RAILS Membership Standards and FY2018 Prevailing Wage.

Public Comment

Debra Aggertt remarked on the Staff Activities under Delivery, additional activities regarding a celebratory meeting of IHLS, CARLI (Consortium of Academic and Research Libraries in Illinois), and RAILS delivery staff at the conclusion of the first year of the ILDS (Illinois Library Delivery Service) contract. Requested the Illinois State Library be included in future meetings. Susan Palmer explained it was a celebration meeting at Mariah's Steakhouse at 11:00 on May 17.

Announcement

Tina Hubert thanked the IHLS staff, Lesley Zavadiuk and Sue Pearson for providing training to Six Mile Regional Library District staff on May 12. Setting committee dates for June, July and August, look for a message to the board list soon. Annual meeting June 20, 4:00 p.m. at the Carbondale hub and a board training in Effingham July 18.

Adjournment

Tina Hubert motion. Gary Denu second. Motion carried unanimously by roll call vote. Adjourned at 6:28 p.m.