



Board of Director Meeting Minutes

October 25, 2016

5:00 p.m.

- **Carbondale Office:** 1740 Innovation Drive, Carbondale, IL 62903, 618-985-3711
- **Champaign Office:** 1704 W. Interstate Drive, Champaign, IL 61822, 217-352-0047
- **Edwardsville Office:** 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216
- **Illinois State Library,** Gwendolyn Brooks Bldg., 300 South 2nd Street, Springfield, IL 62701, 217-785-5600

4	Approve the October Consent Agenda a. Approval of September 27 2016 Minutes b. SHARE Report c. Operations Report d. IT Report e. Membership Report	Approved
5	Approve the September 2016 Bills	Roll Call – Approved
6	Accept the Financial Reports	Approved
10.a	Accept the Staff Update	Roll Call - Approved
10.b	Accept Secondary Employment	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 Beil, Tina Hubert, Mary Barteau, Sara Zumwalt

Carbondale: Clyde Hall

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

Illinois State Library: Rachel fuller

By phone: Jim Fenton, Gary Jones, John Phillips (exited meeting at 5:20 p.m.)

Absent/Excused: Gary Denué

Other Attendees:

Carbondale: Ellen Popit, Troy Brown

Champaign: Leslie Bednar, Chris Janvrin

Edwardsville: Stacie Bushong, Colleen Dettenmeier, Shirley Paden, Adrienne Elam, Chris Dawdy,

Brandon Chapman, Susan Palmer

Illinois State Library: Debra Aggertt, Greg McCormick, Beth Paoli

Recognition

-Sandy West recognized Tina Hubert as Librarian of the Year, and Chris Janvrin upon his retirement from IHLS for 18-years of service to Illinois libraries.

Consent Agenda

- Sarah Isaacs motion, Sara Zumwalt second. Motion passed.

Approval of September 27, 2016 Minutes

-Beverly Obert requested minutes be reviewed as they did not reflect questions asked regarding the audit review and salary increase for staff. Beverly Obert motion, Geoff Bant second. Motion passed.

Approval of Bills September 2016

-Tina Hubert motion, Sarah Isaacs second. Motion passed by roll call.

September Financial Reports

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

FOIA Update

-None

Public Comment

-None

Communication

-Leslie Bednar happy to announce IHLS received its first FY2017 SAPG allotment of \$626,746. This portion is from LSTA (Library Services and Technology Act) and represents 31.5% of our total \$1,989,670.98 grant award. Many thanks to the Illinois State Library for moving the payment forward.

Staff ReportStaff Update

-Leslie Bednar announced the last push to hire positions in support of the ILDS contract.

Secondary Employment

-One request presented and approved. Beverly Obert motion, Geoff Bant second. Motion passed.

Personnel

-None

Illinois State Library Report

-Greg McCormick stated staff attending to grant contracts and issuing payments that can be expedited. The focus is on monitoring efforts of literacy, library grants, and programs. Work begun on FY2018 budget proposal.

Committee ReportsExecutive

-Sandy West reported normal monthly work flow.

Finance

-Tina Hubert reported normal monthly work flow.

Membership & Policy

-Rachel Fuller reported normal monthly work flow.

Facilities & Operations

-Sarah Isaacs reported no concerns regarding the new Carbondale facility. Champaign roof replacement scheduled for November.

Personnel

-Geoff Bant reported the committee did not meet

Advocacy Committee

-Sandy West reported normal monthly work flow.

Board Citation Review

-Ellen Popit and Leslie Bednar presented information on Illinois Library System Act (23 ILCS 3030)

Unfinished BusinessFacilities

-None

New BusinessVendor Offers

-Board discussed library system's authority to provide vendor offers to member libraries. Language to be presented at November meeting.

Video Conferencing Update

-IHLS staff purchased five additional Zoom licenses for videoconferencing. Beginning with November board meeting we will add additional locations for attendance.

Illinois Library Delivery Service (ILDS)

-Leslie Bednar provided a timeline of activities related to the ILDS project including subcontractor negotiations with RAILS for delivery to IHLS academic libraries and accounts receivable.

Proposed Changes to IHLS Financial Policy

-Board discussed proposed changes to policy that reflect current processes. Finance Committee will take suggestions under advisement and bring back to board at a future date.

Proposed Changes to IHLS Investment of Public Funds

-Board discussed proposed changes to policy that reflect current processes. Finance Committee will take suggestions under advisement and bring back to board at a future date.

Agenda Building

-Board requested following items on next meeting agenda: Open Meetings Act and level of detail in meeting minutes; update on ILDS; language regarding vendor offers.

Public Comment

-None

Announcements

-Sandy West reminded board members to use their home library L2 (LibraryLearning) account to register for meetings and not create multiple accounts. Next board citation review: IL Government Ethics and Local Records Act will be presented by Gary Denué. The board was offered training on accessing their IHLS email. Next Members Matter Meeting: November 1 at 10 a.m.

Adjournment

-Bev Obert motion, Sarah Isaacs second. Motion passed by roll call. Adjourned 7:10 pm.