



## IHLS - Board of Directors Meeting

January 24, 2023

**ZOOM**

Join from PC, Mac, Linux, iOS or Android:

<https://illinoisheartland.zoom.us/j/667226270?pwd=eTc0dWk1SlVSQWJ6cXB0M0xzdzlzZz09>

By Phone Only: 408-638-0968 | Meeting ID: 667226270

**5:00 p.m.**

IHLS Board of Trustees will accept public comments. Please submit comments and supporting documents to [publiccomment@illinoisheartland.org](mailto:publiccomment@illinoisheartland.org) or use the form found on the IHLS website at <https://illinoisheartland.org/content/board-meeting-public-comment-form>.

Joshua Short, President  
Loretta Broomfield, Vice President  
Stacey Carter, Secretary  
Karen Bounds, Member-At-Large  
Ann Chandler  
Tiffany Droege  
Jenna Griffith  
Sarah Hill

Ryan Johnson  
Kevin Kelsey  
Tammy Krouse  
Kevin Latoz  
Chastity Mays  
Linda McDonnell  
Kelley Sullivan

- |         |        |                   |
|---------|--------|-------------------|
| 5:00 PM | Action | 1. Call to Order  |
| 5:01 PM | Action | 2. Roll Call      |
| 5:05 PM | Action | 3. Consent Agenda |

All items listed under the Consent Agenda are considered routine by the Board and will be enacted by one motion. Committee and Staff reports may also be included as information items. Detailed information on all items is included in the meeting packet. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda for discussion.

- |         |             |   |
|---------|-------------|---|
|         |             | a. Approval of October 17, 2022 Minutes ( <b>Attachment 3.1</b> )     |
|         |             | b. Approval of November 22, 2022 Minutes ( <b>Attachment 3.2</b> )    |
|         |             | c. January Director & Staff Activity Report ( <b>Attachment 3.3</b> ) |
| 5:15 PM | Action      | 4. Acceptance of November Bills 2022 ( <b>Attachment 4.1</b> )        |
|         | Action      | 5. Acceptance of December Bills 2022 ( <b>Attachment 5.1</b> )        |
| 5:30 PM | Action      | 6. December 2022 Financial Report ( <b>Attachment 6.1</b> )           |
|         | Information | 7. Freedom of Information Act (FOIA) Update                           |
|         | Information | 8. Open Meetings Act (OMA) Update                                     |
|         | Information | 9. Public Comment   |
|         | Information | 10. Communication   |

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

		<ul style="list-style-type: none"> <li>a. Illinois Library Association Legislative Meet-ups</li> <li>b. Board Learning – Board Election Process</li> <li>c. IHLS Public Media Promotion of School Libraries</li> </ul>
5:45 PM	Action	11. Human Resources
	Action	<ul style="list-style-type: none"> <li>a. Staff Report (<b>Attachment 11.1</b>)</li> <li>b. Secondary Employment – IHLS Staff (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))</li> <li>c. Personnel (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))</li> </ul>
5:55 PM	Information	12. Illinois State Library Report
6:05 PM	Information	13. Committee Reports
		<ul style="list-style-type: none"> <li>a. Executive</li> <li>b. Budget and Finance</li> <li>c. Policy and Membership – Committee did not meet</li> <li>d. Facilities and Operations – Committee did not meet</li> <li>e. Personnel</li> <li>f. Advocacy and Education – Committee did not meet</li> <li>g. Nominating (<b>Attachment 13.1</b>)</li> </ul>
	Information	14. Partner Reports
		<ul style="list-style-type: none"> <li>a. Association of Illinois School Library Educators (AISLE)</li> <li>b. Illinois Library Association (ILA)</li> <li>c. Illinois State Library Advisory Committee (ISLAC)</li> </ul>
6:25 PM	Information	15. Unfinished Business
	Information	<ul style="list-style-type: none"> <li>a. Member Day 2022 (<b>Attachment 15.1</b>)</li> <li>b. CARLI Office Construction</li> <li>c. Automatic Material Handler Next Steps</li> </ul>
	Information	
6:40 PM	Action	16. New Business
	Action	<ul style="list-style-type: none"> <li>a. Appoint Kevin Latoz IHLS Board Treasurer</li> <li>b. IHLS Employee Handbook Proposed Changes, January 2023 <b>(Attachment 16.1)</b></li> <li>c. Destruction of Closed Session Recordings August 2020 – July 2021</li> <li>d. Review of Closed Session Minutes January 25, 2022 – June 21, 2022 (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(21))</li> <li>e. Agenda Building</li> </ul>
	Action	
6:55 PM	Information	17. Public Comment
7:05 PM	Information	18. Announcements
7:10 PM	Action	19. Adjournment