



IHLS - Board of Directors Meeting

September 26, 2023

EDWARDSVILLE OFFICE

6725 Goshen Road, Edwardsville, IL 62025

Phone: 618-656-3216

5:00 P.M.

You may also attend the meeting via videoconference at the following locations or via Zoom:

Carbondale Office: 1840 Innovation Drive, Carbondale, IL 62903, 618-985-3711

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

C.E. Brehm Memorial Public Library: 101 South Seventh Street, Mount Vernon, IL 62864-4114, 618-242-6322

Illinois State Library: Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701-1796, 217-782-2994

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

<https://illinoisheartland.zoom.us/j/667226270?pwd=eTc0dWk1SlVlSjQWJ6cXB0M0xzdzlZz09>

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

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|---------------------------------|--------------------|---------------|
| Karen Bounds, President | Loretta Broomfield | Ryan Johnson |
| Linda McDonnell, Vice-President | Frank Buckingham | Kevin Kelsey |
| Tammy Krouse, Secretary | Ann Chandler | Kristi Lear |
| Kevin Latoz, Treasurer | Jenna Griffith | Emily Pickell |
| Joshua Short, Member at Large | Sarah Hill | Kristy Walker |

Attending via electronic means: Jenna Griffith

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| 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 August 22, 2023 Minutes (Attachment 3.1) |
| | | b. Director & Staff Activity Report (Attachment 3.2) |
| 5:15 PM | Action | 4. Acceptance of August Bills 2023 (Attachment 4.1) |
| | Action | 5. August 2023 Financial Report (Attachment 5.1) |
| 5:30 PM | | 6. FY2023 Annual Report |
| | | a. Financial Audit |

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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| | Action | i. FY2023 Audit Synopsis (Attachment 6.1) ii. FY2023 Audited Financial Statements (Attachment 6.2) |
| 5:40 PM | Action Information Information Information Information | b. Narrative (Attachment 6.3) c. Components (Attachment 6.4) 7. Freedom of Information Act (FOIA) Update 8. Open Meetings Act (OMA) Update 9. Public Comment |
| 5:50 PM | Information | 10. Illinois State Library Report |
| 6:05 PM | Information | 11. Communication a. <i>Libraries as Partners for Emergency Preparedness and Response in Times of Crisis</i> : Illinois Fire Service Institute Grant Project b. Illinois School Library Workers Symposium Update c. Board Learning: Board Intranet Overview |
| 6:15 PM | Action Action | 12. Human Resources a. Staff Report (Attachment 12.1) 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)) |
| 6:20 PM | Action | c. Personnel -- (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1)) |
| 6:25 PM | Information | 13. Committee Reports a. Executive b. Budget and Finance c. Policy and Membership d. Facilities and Operations e. Personnel f. Advocacy and Education – did not meet |
| | Information | 14. Partner Reports a. Association of Illinois School Library Educators (AISLE) b. Illinois Library Association (ILA) c. Illinois State Library Advisory Committee (ISLAC) |
| 6:35 PM | Information | 15. Unfinished Business a. FY2024 Annual Meeting |
| 6:40 PM | Information Information Information Action | 16. New Business a. Hiring Procedure (Attachment 16.1) b. Meetings via Electronic Means Policy Update (First Read) (Attachment 16.2) c. FY2025 Nominating Committee d. Agenda Building |
| 6:50 PM | Information | 17. Public Comment |
| 7:05 PM | Information | 18. Announcements |
| 7:10 PM | Action | 19. Adjournment |