



IHLS - Board of Directors Meeting

November 28, 2017

Illinois State Library

Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL

Phone: 217-785-5600

5:00 P.M.

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

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

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

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

Sandy West, President

Geoffrey Bant, Vice-President

Tiffany Droege, Secretary

Sara Zumwalt, Treasurer

Mary Beil

Stacey Carter

Gary Denué

Tina Hubert

Gary Jones

Beverly Obert

Deborah Owen

Susan Pennington

John Phillips

Mary Smith

Charlene Topel

AGENDA

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 24, 2017 Minutes (**Attachment 3.1**)

b. Approval of November 13, 2017 Minutes (**Attachment 3.2**)

c. Department and Staff Activity Report (**Attachment 3.3**)

5:15 PM Action 4. Acceptance of Bills October 2017 (**Attachment 4.1**)

Action 5. October Financial Reports (**Attachment 5.1**)

Information 6. Freedom of Information Act (FOIA) Update

5:30 PM Information 7. Open Meetings Act (OMA) Update

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

	Information	8. Public Comment
		9. Communication
		10. Human Resources
5:45 PM	Action	a. Staff Report (Attachment 10.1)
	Action	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))
5:50 PM	Action	c. Personnel (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))
5:55 PM	Information	11. Illinois State Library Report
6:05 PM	Information	12. Committee Reports
		a. Executive
		b. Budget and Finance
		c. Policy and Membership
		d. Facilities and Operations
		e. Personnel
		f. Advocacy
6:25 PM		13. Unfinished Business
	Action	a. Personnel (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))
	Action	b. Facilities (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(5))
	Action	c. Board Member Attendance (Attachment 13.1)
		14. New Business
6:50 PM	Action	a. Nominating Committee (Attachment 14.1)
	Information	b. IHLS Hiring Procedure (Attachment 14.2)
	Action	c. Human Resources Generalist Proposal (Attachment 14.3)
	Action	d. Part-time Accounting Position Proposal (Attachment 14.4)
	Action	e. Membership Considerations (Attachment 14.5)
	Action	f. Additional Bank Signers (Attachment 14.6)
	Action	g. Surplus Items (Attachment 14.7)
7:10 PM	Information	15. Agenda Building
		16. Public Comment
7:15PM	Action	17. Announcements
7:20 PM	Action	18. Adjournment

Times are approximate and the Board President may alter the agenda item order or times during the meeting. The Illinois Heartland Library System strives to ensure that its meetings are accessible to individuals with disabilities. If you are an individual with a disability and require assistance to observe or participate in this meeting, please contact any system office at least 48 hours prior to the start of the meeting with your specific request.