

APPROVED BOARD OF DIRECTORS MEETING MINUTES

August 26, 2025

5:00 p.m.

Carbondale Office: 1840 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 N Franklin St, Decatur, IL 62523, 217-424-2900

Effingham Public Library: Effingham Public Library: 200 N 3rd St, Effingham, IL 62401, 217-342-2464

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, 217-782-2994

Zoom

5.1	Approve the July 22, 2025 Minutes	Unanimous Consent
6.1	Approve the Director and Staff Activity Report	Roll Call – Carried
7.1	Accept the July 2025 Bills	Roll Call – Carried
14.1	Approve the Staff Report	Roll Call – Carried
17.1	Approve Board Committees	Roll Call – Carried
18.1	Approve the Ethics Commission	Roll Call – Carried
18a	Approve Agenda Topics	Roll Call – Carried

Call to Order

Sarah Hill called the meeting to order at 5:00 p.m.

Roll Call

Board Members Present:

Carbondale: Nick Norovich

Champaign: Emily Pickell

Edwardsville: Kristi Lear, Linda McDonnell, Kristy Walker

Effingham: Matt Greider, Sarah Hill

C.E. Brehm: Ann-Marie Harland

ISL: Ann Chandler

Zoom: Mark Decker, Kim Dykstra, Ryan Johnson, Laura Naugle, Mike Treece, Christine Westerlund

Other Attendees and Guests:

Carbondale: Troy Brown

Champaign: Mary Cornell

Edwardsville: Stacie Bushong, Matt Caskey, Colleen Dettenmeier, Rhonda Johnisee, Cassandra Thompson

ISL: Leslie Bednar, Leah Gregory, Greg McCormick

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Zoom: Jennifer Baugh, Jace Cook, Laura Flessner, John Kirchner, Casey Parr, Pamela Perkins-Grimes, Ellen Popit, Traci Wadsworth, Anna Wiegand

Welcome Christine Westerlund

The board president welcomed Christine Westerlund from Chatham Area Public Library District as one of the newly elected FY2026 board members.

Approve July 22, 2025 Minutes ([Attachment 5.1](#))

No discussion. The minutes stand as presented.

Staff Activity Update ([Attachment 6.1](#))

Ann Chandler motioned and Ryan Johnson seconded to approve the Staff Activity Update. Motion carried unanimously by roll call vote.

Acceptance of July Bills 2025 ([Attachment 7.1](#))

A board member opposed the Ford Harrison invoice totaling \$5,194.00 due to the amount.

Matt Greider motioned and Kristi Lear seconded to accept the July 2025 bills. Motion carried by roll call vote. Ann Chandler – no, Kim Dykstra – yes, Ann-Marie Harland – yes, Matt Greider – yes, Ryan Johnson – yes, Kristi Lear – yes, Linda McDonnell – yes, Laura Naugle – yes, Nick Norovich – yes, Emily Pickell – yes, Mike Treece – yes, Kristy Walker – yes, Christine Westerlund - yes

2025 Financial Report ([Attachment 8.1](#))

The Finance Director shared the following report.

FY2026 Grants Status

IHLS is waiting for written approval on the following FY2026 Special Revenue Grant applications at the requested levels: Cataloging Maintenance Center (CMC) - \$708,181, iLEAD Library Trustee Training (LTT) \$196,979, and Online Computer Library Center (OCLC) - \$173,308. IHLS is waiting for written approval for the FY2026 System Area & Per Capita Grant (SAPG) application at the level of \$3,919,852.

July 2025 Financial Reports

On the Statement of Revenues and Expenditures, the column titled “IHLS Approved FY2026 Total Budget Remaining Percentage” represents the remainder left (based on percentage) of the “IHLS Approved FY2026 Budget”. As of July 31, 2025, the target benchmark of the remaining budget should be 92% for all budget line items.

Statement of Revenues and Expenditures

General Fund

Total Revenues Year to date (YTD) Actuals are below YTD Budget by 89.3%. **Total Expenses** YTD Actuals are above YTD Budget by 7.3%.

SHARE

Fees for Services and Materials YTD Actuals of \$1,709,023.77 represent 91.2% of the projection in the FY2026 budget. As of July 31, 2025, 23.9% of that amount has been collected. **Total Expenses** YTD Actuals are above YTD Budget by 70.6%.

Balance Sheets

General Fund

Cash and Cash Equivalents as of July 31, 2025, the General Fund cash balance was \$3,699,065.38. This balance would fund IHLS General Fund operations for an estimated 8.1 months based on the FY2026 approved expenditure levels. This balance would fund the IHLS General and all special revenue grants for an estimated 6.8 months.

SHARE

Cash and Cash Equivalents as of July 31, 2025, the SHARE cash balance of \$2,863,588.18 represents \$1,322,495.98 of SHARE Reserve Funds, \$31,990.91 of Committed Funds for eBooks Cloud Subscription purchases, and \$1,509,101.29 Unrestricted (SHARE operations). The Unrestricted Funds will fund SHARE operations for approximately 8.6 months based on the FY2026 operations budget.

FOIA Update

None

OMA Update

None

Public Comment

None

Illinois State Library Report

ISL director Greg McCormick, reported that the applications for FY2026 School Library Grants are available and are due October 15. The Illinois Public Library Annual Report (IPLAR) is due September 1.

Communication

The Executive Director reported that the US Senate approved level funding for the Institute of Museum and Library Services (IMLS) in the FY2026 appropriations bill on August 1. Thanks to board member Mark Decker, several public library directors and a few IHLS staff will meet with Congressman Mike Bost's district director on Wednesday, September 3, in Mt. Vernon. This will give members an opportunity to discuss why libraries and library services matter in southern Illinois and have that message shared with Representative Bost.

Board Intranet Overview

The Executive Assistant shared an overview of the Board Intranet presentation.

Staff Report ([Attachment 14.1](#))

Staff Update

A board member commented that there was an average of 5% increase in salaries in the past year and a larger increase for a particular staff member.

Mike Treece motioned and Ryan Johnson seconded to approve the new hires in the Staff Report. Motion carried unanimously by roll call vote.

Personnel

None

Committee Reports

No discussion.

Partnership Reports

Association of Illinois School Library Educators (AISLE)

In the interest of improving the relationship between the various library organizations and the Illinois State Board of Education (ISBE), IHLS has invited them to speak on Member Day about the importance of school librarians and the ISBE's plan for them. Dr. Rhonda Dawson, Executive Director of Teaching and Learning, will present at Member Day.

IHLS, the Reaching Across Illinois Library System (RAILS), and the Association of Illinois School Library Educators (AISLE) are preparing for the Illinois Association of School Boards (IASB) conference. Members are working to revise the Administrators Academy, newly titled Facilitating Student Literacy Through the Library: Implementing the Illinois Comprehensive Literacy plan. The plan is to have a date scheduled for a town hall event, which will be promoted at IASB to highlight library resources in Illinois. A cohesive marketing campaign and strategy are being developed to ensure the Illinois Partnership for School Libraries has a significant impact.

Illinois Library Association (ILA)

Orientation for the new board members, committee/forum chairs, and members was held on July 15. Directors University was held this month. Forty-eight new directors (21 from IHLS) participated this year. The focus was on budgeting, HR, policy, law, leadership, and annual requirements. The PPC (Public Policy) met in person on August 25 to determine legislative priorities for the upcoming year. The most recent legislative update, including laws that have been signed into law, can be accessed [here](#). The annual conference will be held in Rosemont from October 14 -16. [Registration](#) is now open. Many outstanding programs and speakers are preparing for another great event. Legislative meetups for O'Fallon and Mt. Vernon will be held on November 18. Additional details will be forthcoming.

Illinois State Library Advisory Committee (ISLAC)

The committee did not meet.

Unfinished Business

Board Committees ([Attachment 17.1](#))

No discussion.

Ann Chandler motioned and Linda McDonnell seconded to approve the Board Committees. Motion carried unanimously by roll call vote.

New Business

FY2026 [Ethics Commission \(Attachment 18.1\)](#)

No discussion.

Matt Greider motioned and Ann Chandler seconded to approve the Ethics Commission. Motion carried unanimously by roll call vote.

FY2026 Board Mentors and Mentees ([Attachment 18.2](#))

IHLS began with board mentors and mentees a few years ago. Experienced board members are matched to new members based on the type of board seat.

FY2026 Board Meetings ([Attachment 18.3](#))

No discussion.

FY2026 Annual Meeting

The annual meeting and celebration is Tuesday, October 28, beginning at 3:00 p.m. with a tour of the newly installed Automatic Materials Handling System at the Carbondale Hub, followed by refreshments and speakers in the SIUC Dunn-Richmond Building.

Board Member Participation ([Attachment 18.4](#))

No discussion.

IHLS Funding ([Attachment 18.5](#))

No discussion.

Agenda Building

Ann Chandler motioned and Ryan Johnson seconded to approve topics for the September agenda. Motion carried unanimously by roll call vote.

Public Comment

None

Announcements

Board members should have received an email from Gallagher regarding sexual harassment training. If you have completed the training for your employer or another organization, please share a copy of the confirmation certificate with Stacie Bushong. The next meeting is scheduled for September 23.

Adjournment

Adjourned at 5:47 p.m.