



## BOARD OF DIRECTORS MEETING MINUTES

October 29, 2019  
5:00 pm

**Carbondale Office: 1840 Innovation Drive, Carbondale, IL 62903, 618-985-3711**  
**Champaign Office: 1704 West Interstate Drive, Champaign, IL 61822, 217-352-0047**  
**Decatur Public Library: 130 North Franklin Street, Decatur, IL 62523, 217-424-2900**  
**Edwardsville Office: 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216**  
**Effingham Public Library: 200 North Third Street, Effingham, IL 62401, 217-342-2464**  
**Illinois State Library: Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701, 217-785-5600**

3	Approve the October 29, 2019 Consent Agenda a. Approval of September 24, 2019 Minutes b. Director and Staff Activity Report	Carried
4.1	Accept the September 2019 Bills	Roll Call – Carried
5.1	Accept the September 2019 Financial Reports	Carried
10.1	Approve the Staff Update	Carried
	Adjourn	Carried

### Call to Order

Melanie Weigel called the meeting to order at 5:00 p.m.

### Roll Call

#### Board Members:

Carbondale: Loretta Broomfield  
Decatur Public Library: Melanie Weigel  
Edwardsville: Frank Bandre, Bev Obert, Josh Short, Mary Smith  
Effingham Public Library: Janet Jenkins, Charlene Topel  
Illinois State Library: Susan Pennington  
Absent excused: Karen Bounds, Stacey Carter, Gary Denué, Tina Hubert, Bill Wagner, Sandy West

#### Other Attendees:

Champaign: Dominique Granger, Susan Palmer, Erin Rose  
Decatur Public Library: Anna Yackle  
Edwardsville: Leslie Bednar, Annette Bland, Troy Brown, Stacie Bushong, Brandon Chapman, Colleen Dettenmeier, Diane Foote, Shandi Greve Penrod, Katie Heaton, Rhonda Johnisee, Shirley Paden, Julia Pernicka, Shelley Stone, Cassandra Thompson  
Illinois State Library: Pat Burg, Rita Stephens

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

## **Consent Agenda**

Bev Obert motion to accept the consent agenda. Josh Short second. Motion carried.

## **Acceptance of Bills September 2019**

Mary Smith motion to accept the bills of September 2019. Susan Pennington second. Motion carried by roll call vote.

## **September Financial Report**

Josh Short motion to accept the Financial Report. Susan Pennington second. Motion carried.

Rhonda Johnisee shared report details with the group:

- IHLS has received \$659,722.21 of the FY2020 System Area & Per Capita Grant (SAPG). This is the federally funded portion of SAPG funds.
- IHLS has received \$8,700 of the FY2020 The MARC of Quality (TMQ) Grant funds.
- General Fund total revenues year to date actuals are below the year to date budget by 20.1%, which is primarily due to having received only 19.4% of the FY2020 System Area & Per Capita grant approved allocation.
- SHARE year to date total expense actuals are below YTD Budget by 20.0%. Due to large expenses such as Polaris and Cloud Platform fees being paid at the beginning of the fiscal year.

## **FOIA Update**

None

## **OMA**

None

## **Public Comment**

None

## **Communication**

### Association of Illinois School Library Educators

Melanie Weigel shared that she had an excellent experience with both learning and networking at the conference. Anna Yackle noted that she feels there is good work to be done with public and school librarians working together.

### Illinois Library Association Conference

Melanie Weigel said this was also a productive conference. Anna Yackle also felt it was a good conference and is excited about the petition for an ILS Small and Rural Libraries Forum and thanked Diane Foote (ILA Executive Director) for her work to get that started. Diane Foote thanked everyone for their support of the forum. There are 141 signatures to date. She realizes people who are best served are unable to attend the ILA conference. They are also starting a forum for students and new professionals and there is a petition circulating for that. Shandi Greve Penrod shared that the IHLS table connected with 22 members. She also enjoyed establishing relationships with counterparts at RAILS. Leslie Bednar mentioned, new for us this year at ILA, the Cataloging Maintenance Center (CMC) also had a booth which had a lot of traffic.

### In Focus: Eight Years in the Heartland

Leslie Bednar shared a presentation outlining system accomplishments of FY2019.

### **Staff Report**

#### Staff Update

Susan Pennington motion to accept the staff report. Frank Bandre second. Motion carried.

#### Secondary Employment

None

#### Personnel

None

### **Illinois State Library Report**

Pat Burg provided the Illinois State Library update.

School District Library grants were due October 15. We are currently processing the 679 applications and expenditure reports. Thanks to IHLS staff for contacting IHLS member school libraries and encouraging them to apply. The School District Library grant provides up to \$0.75 per student at eligible attendance centers with \$750 the minimum award. Sadly, many districts have shared that this grant is often the only financial support they have for their school library collections.

Live & Learn Construction grant applications are due January 10. Mark Shaffer presented an informational webinar that is archived on our website for public libraries interested in: remodeling for accessibility, Mini-Grants, or new construction, additions to and/or remodeling of existing buildings.

Public Library Per Capita & Equalization grant applications are currently being accepted. Applications are due January 15.

The State Library supports three types of literacy grants to support adults reading below a 9th grade reading level. Adult Volunteer Literacy programs utilize volunteer tutors to provide one-on-one instruction for adults who want to improve their reading, math, writing and language skills. The educational needs of working adults are met through Workplace Skills Enhancement programs, which provide on-site basic skills learning opportunities at the workplace. Family Literacy programs equip parents and their children, together and separately, to improve their basic reading, math, writing or language skills. Public libraries throughout Illinois have an important role in educating adult learners. Literacy programs rely on libraries for a full array of library services, and many libraries are providing services to more than one literacy program. Thank you to everyone attending who helps support literacy programs in your community.

Last fiscal year, libraries and literacy programs worked together to achieve the following results:

- 50 adult literacy programs assisted 2,329 adult learners in obtaining library cards.
- 178 libraries offered special collections for adult learners

### **Committee Reports**

#### Executive

Bev Obert reported a routine meeting.

#### Budget & Finance

Bev Obert reported a routing meeting. Next meeting is November 11, 2:00 p.m.

#### Membership & Policy

Loretta Broomfield reported a discussion regarding a member library and their non-resident card fees.

#### Facilities & Operations

Frank Bandre said the committee did not meet due to lack of quorum. A meeting was scheduled for October 1 however he was the only attendee.

#### Personnel

Mary Smith reported the committee reviewed the charge of the committee. They also discussed an overview of the Personnel Code with a primary goal of the drug in the workplace law changes. The November date is TBD.

#### Advocacy & Education

The committee did not meet.

#### **Unfinished Business**

##### Joint IHLS – Reaching Across Illinois Library System Boards Meeting

Melanie Weigel shared the report from Stacey Carter regarding the meeting. They are considering a date in the spring for the boards to meet at the Illinois State Library.

#### Board Networking Events

Leslie Bednar reminded the board the next event is November 26 in Champaign with the topic of Tax Increment Financing Districts (TIFs).

#### **New Business**

##### Member Day 2019

Leslie Bednar shared the line-up of sessions for Member day. School librarians will receive credit for professional development hours. Anna Yackle recognized Ellen Popit's hard work in getting the credits for school librarians.

##### A Measurable Difference: IHLS Delivery Services

Susan Palmer shared a presentation on the highlights of delivery services.

#### **Agenda Building**

The group worked on the November agenda with suggestions to include an update to the drug-free workplace policy and a Member Day update.

#### **Public Comment**

None

#### **Announcements**

None

#### **Adjournment**

Josh Short motion to adjourn. Frank Bandre second. Motion carried. Adjourned 6:13 p.m.