

BOARD OF DIRECTORS MEETING MINUTES

November 27, 2018
5:00 pm

Carbondale Office: 1840 Innovation Drive, Carbondale, IL 62903, 618-985-3711
C.E. Brehm Public Library: 101 South 7th Street, Mt. Vernon, IL 62086, 618-242-6322
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
Southeastern Illinois College: Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400

3	Approve the November 27, 2018 Consent Agenda a. Approval of October 23, 2018 Minutes b. Acceptance of the Director & Staff Activity Report	Carried
4	Accept the October 23, 2018 Bills	Roll Call - Carried
5	Accept the Financial Reports	Carried
10.a	Approve Staff Update	Carried
12.a	Nominating Committee Appointments	Carried
14.a	Membership Consideration	Carried
	Adjourn	Carried

Call to Order

Sara Zumwalt called the meeting to order at 5:00 p.m.

Roll Call

Board Members:

Decatur Public Library: Stacey Carter

Edwardsville: Gary Denué, Mary Smith

Effingham: Janet Jenkins, Charlene Topel

Illinois State Library: Tina Hubert, Bev Obert, Sara Zumwalt

Mt. Vernon: Sharon Yearwood

Southeastern Illinois College: Gary Jones

Phone: Sandy West (entered) 5:16 p.m.

Absent excused: Melanie Allen, Geoff Bant, Robert Paarlberg, Susan Pennington

Other Attendees:

Carbondale: Troy Brown, Arlanna Fries, Ellen Popit, Anna Yackle

Champaign: Robert Brady, Pam Thompson

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Edwardsville: Zach Henderson, Shirley Paden

Illinois State Library: Deb Aggertt, Leslie Bednar, Pat Burg, Stacie Bushong, Amy Byers, Brandon Chapman, Adrienne Elam, Barbara Ellis, Dominique Granger, Greg McCormick, Susan Palmer, Julia Pernicka, Cassandra Thompson

Mt. Vernon: Shelley Stone

Consent Agenda

Bev Obert motion to approve the consent agenda. Mary Smith second. Motion carried.

Approval of October 2018 Bills

Tina Hubert motion to accept November bills. Sharon Yearwood second. Motion carried unanimously by roll call vote.

Financial Reports

Adrienne Elam reported IHLS has received the balance due for FY2018 System Area and Per Capita Grant (SAPG) of \$365,166.66. Also, IHLS has started to receive some FY2019 payments – SAPG - \$58,801.00 and entire funding for two Special Revenue Grants – OCLC -\$170,182.00 and TMQ-\$8,200.00.

Stacey Carter motion to accept Financial reports. Tina Hubert second. Motion carried.

FOIA Update

Troy Brown reported a FOIA request was received from Smart Procure and the Finance staff responded the same day.

Public Comment

None

Communication

Janet Jenkins shared information about the Association of School Library Educators (AISLE) conference where two key themes were learned about future-ready librarians and being inclusive.

Brandon Chapman shared a presentation with technical information regarding email password safety and spam.

Staff Report

Staff Update

Tina Hubert motion to accept the staff update. Bev Obert second. Motion carried.

Secondary Employment

None

Personnel

None

Illinois State Library Report

Greg McCormick welcomed all the guests to the State Library. All school member libraries that applied for a School Library Per Capita Grant have received notice of approval. Everyone was funded at the statutory maximum. Public Library Per Capita Grant applications are due January 15, 2019. Live and

Learn Construction grant applications are due January 11, 2019. Also put out a call for FY2020 literacy grant reviewers. He announced Deb Aggertt is retiring at the end of 2018. Tina Hubert congratulated Greg on being appointed as Director of the Illinois State library.

Committee Reports

Executive

Sara Zumwalt reported the committee had a routine meeting. Several items were moved to the full board.

Finance

Bev Obert reported a routine meeting with the next being December 11.

Membership & Policy

Ellen Popit reported the committee held a routine meeting.

Facilities & Operations

The committee did not meet.

Personnel

Stacey Carter reported the committee reviewed 2 position descriptions.

Advocacy

The committee did not meet.

Unfinished Business

Nominating Committee

Sara Zumwalt asked the board to accept her recommendations for the 2019 Nominating committee: Rachel Fuller, Chair (Urbana Free Library), Bobbi Perriman (Vespasian-Warner Public Library District (Clinton), Jill Pifer (Fairview Heights Public Library), Theresa Tyner (Danville Public Library), Kathy West (Pinckneyville Public Library), Merna Youngblood (Frontier Community College).

Tina Hubert motion to accept the recommendations for the 2019 Nominating committee. Stacey Carter second. Motion carried.

Citation Review

Sara Zumwalt reminded board members to complete their review and send the signed form to Stacie Bushong by March 26.

New Business

Membership Considerations

Bev Obert motion to approve the Potomac Public Library's application for membership. Sharon Yearwood second. Motion carried.

Executive Director Contract

Sara Zumwalt appointed Stacey Carter and Tina Hubert to work with Leslie Bednar on her new contract. The current Executive Director contract expires June 30, 2019.

Proposed Bylaws Change

This was presented to the board as a first read with no action at this time. It will be shared with members and they will be given time to comment. The revised document will be posted on the IHLS website for member comment. Final action will occur at the January 2019 meeting.

Agenda Building

Second read on the bylaw changes.

Public Comment

None

Announcement

Sara Zumwalt reported the board will not meet in December. Tina Hubert reported her experience at the Library Marketing and Communications Conference in St. Louis and how beneficial it was. Much of what she learned was immediately applicable. Some of the sessions...Not Another Boring Flyer, Tips and Tools for Free, Winning the Vote: The Administrators Perspective, Just One Thing: A Marketing Concept for Library Staff, What About Me: Bringing Diversity and Inclusion to Library Marketing. She highly recommends attendance by member libraries. The next conference will be in St. Louis on November 13-14, 2019. Greg McCormick extended an invitation to the Emerging Writers Award ceremony on December 4 with Secretary of State Jesse White.

Adjournment

Stacey Carter motion to adjourn. Bev Obert second. Motion carried. Adjourned 6:17 p.m.