



BOARD OF DIRECTORS MEETING MINUTES

September 26, 2017

5:00 pm

Carbondale Office: 1740 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
Morrison-Talbott Library (Waterloo): 215 Park Street, Waterloo, IL 62298, 618-939-6232
Southeastern Illinois College, Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400

3	Approve the September 2017 Consent Agenda a. Approval of August 22, 2017 Minutes b. Department and Staff Activity Report	Carried
4	Approve the Bills	Roll Call – Carried
5	Accept the Financial Reports	Carried
6.a	Accept the Audit	Roll Call - Carried
6.b	Submit the Annual Report without Narrative	Roll Call - Carried
11	Accept the Staff Update	Roll Call - Carried
14	Accept Secondary Employment	Roll Call - Carried
	Adjourn	Roll Call - Carried

Call to Order

Sandy West called the meeting to order at 5:12 p.m.

Roll Call

Board Members:

Champaign: Geoffrey Bant (arrived at 6:01 p.m.), Beverly Obert, Sandy West
 Edwardsville: Mary Beil, Gary Denué, Tiffany Droege, Tina Hubert, Mary Smith, Sara Zumwalt
 Effingham: Charlene Topel
 Absent/Excused: Debbie Owen, Susan Pennington
 Absent: John Phillips

Other Attendees:

Carbondale: Troy Brown, Ellen Popit
 Champaign: Joan Bauer, Mary Johnston

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Edwardsville: Julia Pernicka, Brandon Chapman, Adrienne Elam, Colleen Dettenmeier, Rhonda Johnisee, Shirley Paden, Susan Palmer, Josh Andres (Scheffel Boyle), Steve Pembrook (Scheffel Boyle)
Illinois State Library: Debra Aggertt, Pat Boze, Pat Berg

Sandy West requested a change to the agenda. Move Audit to the beginning on agenda.

Financial Audit

John Andres and Steve Pembrook from Scheffel Boyle reviewed the FY2017 audit. They also put together a guide to the audit. They reported that it was a clean opinion and they were impressed with the entries by the staff.

Sara Zumwalt motioned to accept the audit. Gary Denu second. Motion carried unanimously by roll call vote.

Consent Agenda

Bev Obert motioned to accept the consent agenda. Tina Hubert second. Motion carried.

Bills August 2017

Sara Zumwalt moved to accept the August 2017 bills. Gary Denu second. Motioned carried unanimously by roll call vote.

Financial Reports

Mary Smith motioned to accept the August 2017 financial reports. Tina Hubert second. Motion carried.

FY2017 IHLS Annual Report

As an annual requirement, the FY2017 report is due to the Illinois State Library no later than September 30.

Deb Aggertt requested a roll call vote to approve the annual report.

Tina Hubert motioned to submit the annual report without the narrative. Stacey Carter second. Motion carried unanimously with a roll call vote.

Narrative Report

We will share a link to the completed report as soon as it is sent to the Illinois State Library later this week.

Tabular Reports

The tabular reports were shared via OneDrive.

FOIA Update

None

Open Meetings Act (OMA) Update

Reminder to keep mics open and keep discussion to a minimum.

Public Comment

None

Communication

Ellen Popit publicly thanked our Illinois State Library colleagues for approval of our FY2018 System Area & Per Capita Grant. This year we are funded at the FY2015 level. We have also received confirmation regarding the Special Revenue grants: the MARC of Quality (TMQ—a pass through grant), Cataloging Maintenance Center (CMC), and OCLC billing grant. The communications folder contains a thank you note from US Representative Rodney Davis (IL-13) for helping with the Dr. Carla Hayden event and copies of the materials created for the event. A video montage of the event was viewed before the meeting.

Human Resources

Staff Report

Sara Zumwalt motioned to approve the two hiring recommendations. Tina Hubert second. Motion carried.

Secondary Employment

Tina Hubert motioned to accept two secondary employment requests. Mary Smith second. Motion carried unanimously by roll call vote.

Personnel

Sandy West stated, on September 22, 2017, after meeting with an outside HR consultant, she sent out the executive director evaluation to redo. Tina will look into if she needs to be recused due to past professional relationship. If new board members do not have enough knowledge they can be recused.

Illinois State Library Report

Deb Aggertt reported that the FY2018 System Area & Per Capita grant has been approved at the FY2015 funding level. They are still uncertain about the fiscal release of funding. Several grants have been released (Project Next Generation, TMQ, CMC and OCLC billing grant). Family Reading Night will be November 16. Construction and Library Live and Learn grants, will be out soon.

Committee Reports

Executive

Sandy West reported they met on September 21. Discussed the audit findings and the September board meeting.

Finance

Sara Zumwalt reported they met on September 14. They had a preview from auditors on the finding and went over bills and finances.

Membership & Policy

Tiffany reported they met on September 11. It was a routine meeting with nothing to report.

Facilities & Operations

The committee did not meet.

Personnel

The committee did not meet.

Advocacy

The committee did not meet.

Unfinished Business

Personnel

Search for a new SHARE Director is continuing.

IHLS Board Networking Events

The date for the November event is November 28. We will update everyone as soon the location is set.

Board Training Recap

Three more board members have reviewed the training. If you haven't already viewed the training, please do so.

New Business

Discussion: Libraries and the Search for Real News

Discussed the articles that Leslie Bednar shared and how libraries are dealing with fake news.

FY2018 MembersMatter Schedule

Ellen shared information on the changes and the upcoming schedule. The next meeting will be Tuesday, October 3, 10:00 a.m., at the Illinois State Library. There will be someone from Ameren to discuss grants they have available to libraries. Janet McAllister from the Rochester Public Library will be on hand to discuss the Carla Hayden event.

IHLS Board Member Expectations

Sandy West asked the board to review the expectations document.

Agenda Building

Executive director evaluation to review

Introduction to Citation review

Have another Discussion Topic? Leslie may have a suggestion. Or review MembersMatter, and how the fake news discussion went there.

Public Comment

Tina Hubert shared the sales of hunting licenses at Six Mile Regional Library District have been going well. Sandy West stated topic for discussion at a future board meeting may be what other services libraries could be providing or what services other libraries may be interested in.

Announcement

Sandy shared events of note on next month's calendar. ILA conference week of Oct. 9th. ISLMA Conference the week of Oct. 16th.

Adjournment

Tina Hubert motioned to adjourn. Sara Zumwalt second. Motion carried unanimously by roll call vote. Adjourned at 6:39 p.m.