



## EXECUTIVE COMMITTEE MEETING MINUTES

Date: July 15, 2019

Time: 4:30 p.m.

### Call to Order

Stacey Carter called the meeting to order at 4:34 p.m.

### Roll Call

*Members present: Stacey Carter, Sandy West, Bev Obert, Mary Smith*

*Others present: Leslie Bednar, Julia Pernicka*

### Public Comment

None

### Approval of June 12, 2019 Minutes

Mary Smith motion to approve the June 12, 2019 minutes. Sandy West second. Motion carried.

### SHARE Update

Leslie Bednar reported SHARE has two new members: Gillespie School District and Potomac Public Library District.

### Administrative Updates

#### Accounting and Human Resources

Leslie Bednar reported that she, Rhonda Johnisee, and Colleen Dettenmeier met with Greg McCormick from the Illinois State Library to discuss the impact of the \$15/hour minimum wage increase. We are currently reviewing staff responsibilities in the Finance Department and we will look for a new part-time Human Resources Assistant ensuring it fits within the board-approved FY2020 budget.

#### IT

Leslie Bednar reported that SHARE is preparing for a Polaris software update. This should happen when libraries are closed and have little impact on our members.

#### Facilities and Operations

None

### Membership and Grants

None

### Administration

Leslie Bednar reported that IHLS Staff Day is Monday, July 22. There will not be delivery that day. Work continues on the goals for FY2020 evaluations. We are moving forward on a continuing education plan.

### **Open Meeting Act Compliance**

None

### **Committee Updates**

#### Advocacy Committee

Sandy West reported no meeting was held.

#### Budget and Finance Committee

Bev Obert reported the committee met and went over the budgets and looked at the Investment Update. The next meeting August 13 at 3:00 p.m.

#### Facilities and Operations Committee

Sandy West reported no meeting was held.

#### Membership and Policy Committee

Mary Smith reported no meeting was held. The committee meets August 5.

#### Personnel Committee

Stacey reported the committee meets on July 18 at 5:00 p.m.

### **Unfinished Business**

#### Board Member Orientation

Leslie Bednar reported that the board orientation for the four new members is July 18 at the Vandalia Public Library. Stacey Carter will also attend the orientation.

### **New Business**

#### Investment Update

Leslie Bednar discussed the Investment Update which was shared with the Finance Committee last week. Committee discussed goals for the capital funds project fund.

#### FY2020 Board Networking Events

Leslie Bednar reviewed the quarterly dates for the Board Networking Events. New this year will be the addition of a short (20 minute or less) targeted continuing education opportunity to the events and finding a way to involve local IHLS board members to get more buy-in. It was suggested going to Mt. Vernon instead of Decatur to have an event further south.

**July Board Meeting Agenda**

The group reviewed the July board meeting agenda.

**Public Comment**

Mary Smith shared that she Googled former board member Robert Paarlberg baseball and his history with the Cubs came up.

**Announcements**

None

**Adjournment**

Bev Obert motion to adjourn. Mary Smith second. Adjourned at 6:12 pm.