

EXECUTIVE COMMITTEE MEETING MINUTES

Date: August 14, 2019

Time: 5:00 p.m.

Call to Order

Stacey Carter called the meeting to order at 5:05 p.m.

Roll Call

Members present: Stacey Carter, Bev Obert, Sandy West (exited 6:00 p.m.) Melanie Weigel.

Others present: Leslie Bednar, Stacie Bushong, Mary Smith, Sara Zumwalt (exited 5:38p.m.)

Public Comment

None

Sandy motion to move Executive Director discussion up in the meeting. Melanie Weigel second. Motion carried.

Executive Director Evaluation

Mary Smith motion to enter closed session. Bev Obert second. Motion carried. Entered closed session 5:13 p.m.

Mary Smith motion to return to open session. Sandy West second. Entered open session 5:38 p.m.

Approval of July 15, 2019 Minutes

Sandy West motion to approve the minutes of July 2019. Mary Smith second. Motion carried.

SHARE Update

Leslie Bednar shared that SHARE has a new logo and is working on a new branding focus. Adding two new libraries. Also working with small rural southern IL library on issues so that they may join.

Administrative Updates

Accounting and Human Resources

Leslie reported the auditors finished a day early. Human Resources has been working on recruiting for several positions.

IT

Leslie Bednar reported IT continuing to seek good candidate for IT networking position.

Facilities and Operations

Leslie Bednar reported working on analysis for delivery stats. Increase by 200,000+ items delivered from FY2018 to FY2019. FY2019 = 4.3 M items delivered.

Membership and Grants

Leslie Bednar reported Membership is running smoothly. They have been attending member library board meetings.

Administration

Leslie Bednar reported the group has been collectively working on departmental goals. The Communications, Marketing and Proofreading teams met to come up with a plan to work more cohesively.

Open Meeting Act Compliance

None

Committee Updates

Advocacy Committee

Sandy West reported the committee did not meet.

Budget and Finance Committee

Bev Obert reported a routine meeting. New staff responsibilities were explained. Next meeting Tuesday September 10 at 3:00 p.m.

Facilities and Operations Committee

Sandy West reported the committee did not meet.

Membership and Policy Committee

Mary Smith reported the committee did not meet.

Personnel Committee

Stacey Carter reported the committee is meeting August 19.

Unfinished Business

FY2020 Board Networking Events

Leslie Bednar reported there has been a change in how we are reaching out to members. Instead of physical invitations there was an email blast that included trustees of member libraries. There will also be a short topic of discussion during the event on Levies and Taxation.

New Business**FY2020 Member at Large Recommendation**

Stacey Carter has asked Tina Hubert to serve as Member at Large.

FY2020 Committee Assignments

Stacey Carter shared the new committee appointments.

Agenda Building

The team built the August agenda.

Public Comment

None

Announcements

None

Adjournment

Mary Smith motion to adjourn. Melanie Weigel second. Motion carried. Adjourned 6:45 p.m.