

EXECUTIVE COMMITTEE MEETING MINUTES

Date: July 12, 2018

Time: 4:30 pm

Call to Order

Sandy West called the meeting to order at 5:00 p.m. There was a delay in the start of the meeting to wait for a quorum to be met.

Roll Call

Members present: Sandy West, Geoff Bant, Stacey Carter

Members absent excused: Sara Zumwalt

Others present: Ellen Popit Stacie Bushong

Public Comment

None.

Approval of Minutes

Stacey Carter motion to accept the June 2018 minutes. Geoff Bant second. Motion Carried.

SHARE Update

Ellen Popit reported there will be two circulation policy changes and new procedure for member comment. The group is working to fill new executive Council and Circulation committee seats. There will be a new page added to the IHLS website for free/low cost library resources. A save the date has been sent to vendors for Member Day.

Administrative Updates

Accounting and Human Resources

Ellen Popit shared that Accounting met with the Finance committee this week to finalize financial reports. HR is planning for staff day and the time clocks have been delivered and ready to install. Benefits are less data entry for staff and delivery managers.

Facilities and Operations

Ellen Popit reported the remodeling in Champaign is going well. Delivery manager at the Edwardsville building is meeting with a contractor regarding mine subsidence.

Membership and Grants

Ellen Popit said it has been enjoyable to get Anna Yackle onboard and introducing her to our members. She brings a new perspective from her experience in the northern part of the state.

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Administration

Ellen Popit shared we have been working on the Annual Report.

Open Meeting Act Compliance

Sandy West reported we are currently compliant.

Committee Updates

Advocacy Committee

The committee did not meet.

Budget and Finance Committee

Sandy West reported the committee went over the financial reports and bills. The financials are a draft and have not yet been approved. Details on the upcoming audit were shared.

Facilities and Operations Committee

The committee did not meet.

Membership and Policy Committee

The committee did not meet.

Personnel Committee

The committee did not meet. The next meeting will be July 19.

Unfinished Business

IHLS Board Training

Sandy West reported orientation is scheduled for July 23 in Effingham. If you would like to participate, please contact Stacie Bushong. Department directors will connect via Zoom to share information on their departments.

Board Officers Nomination Committee

Sandy West reported that Mary Beil has been working on the ballot and Leslie has the information. Troy will take care of the ballot which will likely be electronic.

New Business

FY2019 Board Networking Events

Sandy West shared the board networking dates and locations. This fiscal year they will be quarterly instead of bi-monthly.

Stacey Carter motion to accept networking event dates. Geoff Bant second. Motion carried.

Open Board Position

Sandy West reported that one of the newly elected board members has resigned due to personal reasons. We have an opening for a school representative. The plan is to wait until school is in session to fill the vacancy.

Public Comment

None

Announcements

Please register for the board meeting in L2.

Adjournment

Geoff Bant motion to adjourn. Stacey Carter second. Motion carried. Adjourn 5:28 p.m.