

EXECUTIVE COMMITTEE MEETING MINUTES

Date: October 14, 2020

Time: 5:00 p.m.

Call to Order

Stacey Carter called the meeting to order at 5:01 p.m.

Roll Call

Members present: Loretta Broomfield, Stacey Carter, Josh Short, Bill Wagner

Members absent excused: Bev Obert

Others present: Leslie Bednar, Stacie Bushong

Public Comment

None

Approval of September 22, 2020 Minutes

Josh Short motioned to approve the Sept. 22, 2020 minutes. Bill Wagner seconded. Motion carried.

SHARE Update

Leslie Bednar reported staff are preparing for the Polaris version 6.6 upgrade. Cassie Thompson is communicating with vendors for Member Day.

Administrative Updates

Accounting and Human Resources

Leslie Bednar reported the department has been working on setting up the new OpenGov software. Dominique Granger submitted her resignation effective at the end of October. Jill Trevino, HR Coordinator, will transition to a full-time position to take over responsibilities.

IT

Leslie Bednar reported IT staff are preparing for the Polaris 6.6 upgrade. They are also working with OpenGov and are active in preparations for Member Day.

Facilities and Operations

Leslie Bednar reported there is a Request for Proposal (RFP) being prepared for the Champaign bathrooms. The hub also welcomed new delivery staff members. IHLS participated in a meeting discussing the latest Reopening Archives Libraries and Museums (REALM) study about item

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quarantine times. The group asked about having the Illinois Department of Public Health (IDPH) to weigh in on this issue. Leslie was asked to serve on the Laboratory for Applied Spatial Analysis (LASA) advisory board.

Membership and Grants

Staff has been in contact with libraries on the upcoming grant deadlines, in addition to Member Day planning.

Administration

Leslie Bednar reported staff has been doing a lot of work on Member Day from project management to graphics, marketing, and communications.

Open Meeting Act Compliance

None

Committee Updates

Advocacy Committee

Josh Short reported the committee did not meet.

Budget and Finance Committee

Bill Wagner reported the committee held a routine meeting and reviewed the FY2021 Capital Projects Budget amendment. A motion was made to move it to the Executive committee.

Facilities and Operations Committee

Leslie Bednar reported the committee did not meet.

Membership and Policy Committee

Loretta Broomfield reported the committee did not meet.

Personnel Committee

Josh Short reported the committee did not meet.

Unfinished Business

Edwardsville Building Improvements

Leslie Bednar reviewed the timeline for the Edwardsville building improvements.

New Business

FY2021 Capital Projects Budget Amendment

Josh Short motioned to send the FY2021 Capital Projects Budget Amendment to the full board. Bill Wagner seconded. Motion carried.

IHLS Biometric Data Policy

Bill Wagner motioned to move the IHLS Biometric Data Policy to the full board. Josh Short seconded. Motion carried.

Nominating Committee

Stacey Carter reported she is in the process of gathering members for the FY2021 Nominating Committee.

Agenda Building

The group reviewed the draft October board agenda.

Public Comment

None

Announcements

None

Adjournment

Josh Short motioned to adjourn. Bill Wagner seconded. Motion carried. Adjourned at 5:47 p.m.