



## EXECUTIVE COMMITTEE MEETING MINUTES

April 10, 2025  
Time: 4:00 p.m.

### Call to Order

Karen Bounds called the meeting to order at 4:14 p.m.

### Roll Call

Committee Members Present: Karen Bounds, Sarah Hill, Ryan Johnson, Linda McDonnell

Committee Members Absent: Kristy Walker

Other Attendees & Guests: Leslie Bednar, Stacie Bushong, Rhonda Johnisee, Ellen Popit

### Public Comment

None

### Approval of March 13, 2025 Minutes ([Attachment 4.1](#))

No discussion. The minutes stand as presented.

### Department Updates

This month, the board will receive the quarterly staff activities report. One significant activity staff is engaged in is preparing for the installation of the Automatic Materials Handling System (AMHS) equipment at the Edwardsville office. That is set to begin April 22, with a tentative ribbon-cutting date of April 29. Additional information will be shared via social media and the newsletter.

### Open Meeting Act Compliance

None

### Committee Updates

#### Budget and Finance

The committee meets April 14<sup>th</sup>.

#### Policy & Membership

The committee met and discussed possible membership changes.

#### Facilities and Operations

The committee did not meet.

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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### Personnel

The committee did not meet.

### Advocacy and Education

The committee met and discussed the Institute of Museum and Library Services (IMLS) funding. It decided to shift from staff-only participation to a member-based committee.

### **Unfinished Business**

#### Executive Director Draft Contract

The Board President announced the committee would not discuss this agenda item.

### **New Business**

No discussion.

### Institute of Museum and Library Services (IMLS) Update ([Attachment 9.1](#))

This attachment is the work of the Crisis Communications Team activated in March. This statewide piece is branded by IHLS and the Reaching Across Illinois Library System (RAILS), in addition to a different graphic that RAILS produced this week. This partnership is part of a statewide effort to raise awareness of the community benefits of IMLS as well as the necessity of a reauthorization of the Museum and Library Services Act (MLSA) effective October 1, 2025, and the inclusion of federal dollars to support IMLS in the federal FY2026 budget.

Until informed otherwise, IHLS is planning on System Area and Per Capita Grant funding in FY2026 to be the same as in FY2025. The Illinois State Library (ISL) has received no further communication from IMLS regarding their FY2025 award. IHLS staff participated in a meeting Monday at the Edwardsville Public Library with area library directors, State Senator Harriss, and representatives from state and federal representative offices. Visits with federal representatives across Illinois are being scheduled as well as outreach to state elected officials. IHLS has plans for more member-focused events. From the meeting on Monday, it was clear that these representatives appreciate in-district visits. There is a continued need for stakeholders to reach out to their communities and elected officials to raise awareness of the situation.

### Board Survey

No discussion.

The board survey will be sent to the board after the April board meeting and results will be shared at the May board meeting.

### FY2025 System Area and Per Capita Grant

#### FY2026 Draft Budget & Budget Narrative ([Attachment 9.2](#))

The executive director and Finance director reviewed the budget. The executive director asked for suggestions and guidance from the board on measures to take in making cuts in preparation

for a potential deficit in reserves in FY2029. A member expressed concerns about what impact a deficit will have on staff and requested a document outlining changes that are already being made to reduce costs. A member suggested having someone come in and help identify methods to reduce costs and possibly asking member libraries for a voluntary reduction of delivery days.

#### FY2026 Draft Operational Plan ([Attachment 9.3](#))

The Operational Plan is arranged differently and follows the new strategic plan. Included are projects that come directly from the strategic planning process as well as those the system is obligated to complete under the Illinois Library System Act. Activities are marked with a target that comes from the strategic planning process.

#### Executive Director Evaluation

Information will be sent on the 15<sup>th</sup> and needs to be returned by 5:00 p.m. on April 21<sup>st</sup>. A board member requested a text message be sent to let board members know it has been sent.

#### **April Board Meeting Agenda**

Topics for the agenda: FOIA update, 3 items under communications, executive director contract and evaluation, FY2026 System Area & Per Capita grant (SAPG) budget, narrative and operational plan.

#### **Public Comment**

None

#### **Announcements**

None

#### **Adjournment**

Adjourned at 5:30 p.m.