



BOARD OF DIRECTORS MEETING MINUTES

May 27, 2025

5:00 pm

Carbondale Office: 1840 Innovation Drive, Carbondale, IL 62903, 618-985-3711

Champaign Office: 1704 West Interstate Drive, Champaign, IL 61822, 217-352-0047

Edwardsville Office: 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216

Decatur Public Library: 130 N Franklin St, Decatur, IL 62523, 217-424-2900

Effingham Public Library: Effingham Public Library: 200 N 3rd St, Effingham, IL 62401, 217-342-2464

C.E. Brehm Memorial Public Library: 101 South Seventh Street, Mount Vernon, IL 62864-4114, 618-242-6322

Illinois State Library: Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701-1796, 217-782-2994
Zoom

4.1	Approve the April 22, 2025 Minutes	Unanimous Consent
5.1	Approve the Staff Activity Update	Roll Call - Carried
6.1	Accept the April Bills	Roll Call – Carried
8.1	Approve the FY2026 IHLS Board Elections	Roll Call – Carried
14.1	Approve the Staff Report	Roll Call – Carried
17.2	Approve the FY2026 Budget and Narrative	Roll Call – Carried
17.3	Approve the FY2026 Operational Plan	Roll Call – Carried
18.3	Approve Membership Considerations	Roll Call – Carried
18.4	Approve FY2026 IHLS Board Meeting Dates	Roll Call – Carried
18.5	Approve FY2026 IHLS Holidays	Roll Call – Carried
18.6	Approve FY2026 Liability Insurance	Roll Call – Carried
18.7	Approve the Special Resolution	Roll Call - Carried

Call to Order

Karen Bounds called the meeting to order at 5:00 p.m.

Roll Call

Board Members Present:

Edwardsville: Karen Bounds, Samantha Carroll, Sarah Hill, Ryan Johnson, Kristi Lear, Linda McDonnell, Josh Short, Michael Treece

Zoom: Loretta Broomfield, Kristy Walker

Board Members Absent:

Ann Chandler, Mark Decker, Kim Dykstra, Matt Greider, Emily Pickell

Other Attendees and Guests:

Carbondale: Dena Porter

Champaign: Kat Anderberg

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Edwardsville: Leslie Bednar, Matt Caskey, Leah Gregory, Rhonda Johnisee, Ellen Popit

C.E. Brehm: Erin Steinsultz

ISL: Karen Egan

Zoom: Stacie Bushong, Jace Cook, Colleen Dettenmeier, Carol Hogan-Downey, Danielle Horton, John Kirchner, Kate Kite, Casey Parr, Pamela Perkins-Grimes, Pam Thomas, Cassandra Thompson, Anna Wiegand

Approve April 22, 2025 Minutes ([Attachment 4.1](#))

No discussion. The minutes stand as presented.

Staff Activity Report ([Attachment 5.1](#))

No discussion.

Josh Short motioned and Samantha Carroll seconded to approve the Staff Activity Updates. Motion carried unanimously by roll call vote.

Acceptance of April Bills 2025 ([Attachment 6.1](#))

No discussion.

Sarah Hill motioned and Kristi Lear seconded to accept the April bills. Motion carried unanimously by roll call vote.

2025 Financial Report ([Attachment 7.1](#))

No discussion.

The Finance Director shared the following report.

FY2025 Grants Status

IHLS has received written approval on the following FY2025 Special Revenue Grant applications at the requested levels: Cataloging Maintenance Center (CMC) - \$709,016, iLEAD Library Trustee Training (LTT) \$166,321, and Online Computer Library Center (OCLC) - \$175,573.

As of April 30, 2025, IHLS received \$709,016 (100%) of the CMC grant revenue. However, \$43,940 was returned, as the funds would go unused by the end of FY2025 due to a resignation and a delay in rehiring for the position. Additionally, IHLS received \$96,624.46 (58.10%) of the iLEAD LTT grant and \$175,573 (100%) of the OCLC grant revenue.

IHLS has received written approval for the FY2025 System Area & Per Capita Grant (SAPG) application at the level of \$3,919,852.02.

As of April 30, 2025, IHLS has received \$3,919,852.02 (100%) of the SAPG revenue. In May, IHLS received the 3rd quarter iLEAD trustee training grant reimbursement of \$30,966.27. This will be reflected in the financial statements in next month's packet.

April 2025 Financial Reports

The financial reports in your board packet represent IHLS' financial activities through April 30, 2025. On the Statement of Revenues and Expenditures, the column titled "IHLS Approved FY2025 Total Budget Remaining Percentage" represents the remainder left (based on percentage) of the "IHLS Approved FY2025 Budget". As of April 30, 2025, the target benchmark of the remaining budget should be 17% for all budget line items except "Personnel," which should be 15% based on a total of 26 payrolls for the

fiscal year. Any items under that percentage are noted with what is included in that category at the bottom of the Statement of Revenue and Expenditures.

Statement of Revenues and Expenditures

General Fund

Total Revenues year to date (YTD) Actuals are above YTD Budget by 19.3%. Total Expenses YTD Actuals are below YTD Budget by 10.1%.

SHARE

Fees for Services and Materials YTD Actuals of \$1,745,121.18 represent 102.4% of the projection in the FY2025 budget. As of April 30, 2025, 99.0% of that amount has been collected. Total Expenses YTD Actuals are below YTD Budget by 10.0%.

Balance Sheets

General Fund

Cash and Cash Equivalents As of April 30, 2025, the General Fund cash balance was \$5,508,872.98. This balance would fund IHLS General Fund operations for an estimated 10.6 months based on the FY2025 approved expenditure levels. This balance would fund the IHLS General and the iLEAD Library Trustee Training special revenue grant for an estimated 10.3 months.

SHARE

Cash and Cash Equivalents As of April 30, 2025, the SHARE cash balance of \$2,525,803.98 represents \$1,296,506.98 of SHARE Reserve Funds, \$56,446.70 of Committed Funds for eBooks Cloud Subscription purchases, and \$1,172,850.30 Unrestricted (SHARE operations). The Unrestricted Funds will fund SHARE operations for approximately 6.3 months based on the FY2025 operations budget. The IHLS contribution to SHARE will be done in June, and that will cause the SHARE cash balance to go up and the General cash to go down by \$350,000.

Board Elections

Erin Steinsultz presented the spring election results.
No discussion.

Ryan Johnson motioned and Michael Treece seconded to approve the FY2026 IHLS slate of newly elected board members. Motion carried unanimously by roll call vote.

Public Library Representative

- Laura Naugle – Hillsboro Area Public Library District

Public Library Trustee Representative

- Ann-Marie Harland – McCoy Public Library
- Linda McDonnell – Six Mile Regional Public Library District
- Nicholas Alan Norovich – West Frankfort Public Library
- Christine Westerlund – Chatham Area Public Library District

FOIA Update

None

OMA Update

None

Public Comment

None

Illinois State Library Report

Karen Egan shared the following report.

IMLS news: 21 states, including Illinois, filed a federal lawsuit to halt the dismantling of the Institute of Museum and Library Services. In response, a federal judge issued a preliminary injunction ordering the (Trump) Administration to restore terminated IMLS staff and grants to recipients in the 21 plaintiff states. On May 20, the Administration filed a status report describing compliance with that order; however, the Administration also filed an appeal and - requested a stay of the order - pending appeal. As more information is available, it will be shared.

Grants: Payments have been issued for the FY2025 School District Library Grants. FY2025 Public Library Per Capita and Equalization Grants shall be awarded in June.

General Assembly: Resolution of the state's budget should occur by the end of this week. Information on grant awards will be released when available.

Awards Ceremonies: Letters About Literature program: Ten adult literacy students were nominated and recognized for their achievements to learn how to read and write. Ten volunteer literacy tutors were nominated by their peers and recognized for their dedication to support and encourage literacy students and three students and their teachers were recognized for their first-place letters.

Tomorrow, May 28, the Illinois Authors Room at the State Library is being dedicated and renamed the **Jim Edgar Reading Room** per House Joint Resolution 0025. Many dignitaries including the Edgar family will be attending.

Communication

International Coalition of Library Consortia (ICOLC) Conference Update

The Illinois Heartland Library System (IHLS), CARLI, ATLA (American Theological Library Association), and Reaching Across Illinois Library System (RAILS) were sponsors of the conference. Sarah Hill reported there were a lot of great presentations and opportunities for networking and it was great to see cooperation across organizations.

Staff Report ([Attachment 14.1](#))

Staff Update

No discussion.

Josh Short motioned and Linda McDonnell seconded to approve the new hires on the Staff Report. Motion carried unanimously by roll call vote.

Personnel

None

Committee Reports

No discussion.

Partnership Reports

Association of Illinois School Library Educators (AISLE)

Leah Gregory reported that House Bill (HB) 2685 requesting a task force to be convened by the Illinois State Board of Education to study the impact and necessity of school librarian in every school in Illinois was not advanced in the Senate. The Illinois Library Association (ILA) lobbyist has advised that the Illinois State Board of Education (ISBE) agreed to convene a task force to study this matter on their own. However, there have been mixed messages from ISBE on this issue, so the AISLE advocacy team is currently in an information-seeking stage while trying to plan the next step.

Illinois Library Association (ILA)

Ryan Johnson reported that ILA approved a new budget, recognized retiring board members, and welcomed newly elected members. He thanked Leah for her participation in the Nominating Committee.

Illinois State Library Advisory Committee (ISLAC)

The committee did not meet.

Unfinished Business

FY2026 Budget and Narrative ([Attachment 17.2](#)) and FY2026 Operational Plan ([Attachment 17.3](#))

No discussion.

Josh Short motioned and Samantha Carroll seconded to approve the FY2026 Budget and Narrative and the FY2026 Operational Plan. Motion carried unanimously by roll call vote.

Executive Director Annual Evaluation and Executive Director Draft Contract

Ryan Johnson motioned and Kristi Lear seconded to enter closed session. Motion carried unanimously by roll call vote. Entered closed session at 5:38 p.m.

Ryan Johnson motioned and Kristy Walker seconded to return to open session. Motion carried unanimously by roll call vote. Entered open session at 6:07 p.m.

Members discussed the Executive Director Annual Evaluation and Draft Contract.

New Business

Board Officer Nomination Committee

Karen Bounds appoints the following board members to be on the Board Officer Nomination Committee: Josh Short, Loretta Broomfield, and Karen Bounds. Those interested in a board officer position should email Karen.

Board Survey ([Attachment 18.1](#))

Members discussed the importance of reading the board packet prior to the board meeting. Additional suggestions should be submitted to Karen Bounds.

IHLS Bylaws Review ([Attachment 18.2](#))

No discussion.

Membership Considerations ([Attachment 18.3](#))

No discussion.

Linda McDonnell motioned and Sarah Hill seconded to approve Membership Considerations. Motion carried unanimously by roll call vote.

FY2026 IHLS Board Meeting Dates ([Attachment 18.4](#))

No discussion.

Sarah Hill motioned and Kristi Lear seconded to approve the FY2026 IHLS Board Meeting Dates. Motion carried unanimously by roll call vote.

FY2026 IHLS Holidays ([Attachment 18.5](#))

No discussion.

Josh Short motioned and Ryan Johnson seconded to approve the FY2026 IHLS Holidays. Motion carried unanimously by roll call vote.

FY2026 Liability Insurance ([Attachment 18.6](#))

No discussion.

Sarah Hill motioned and Linda McDonnell seconded to approve the FY2026 Liability Insurance. Motion carried unanimously by roll call vote.

Special Resolution ([Attachment 18.7](#))

No discussion.

Samantha Carroll motioned and Linda McDonnell seconded to approve the Special Resolution. Motion carried unanimously by roll call vote.

Agenda Building

No discussion.

Samantha Hill motioned and Linda McDonnell seconded to approve topics for the June agenda. Motion carried unanimously by roll call vote.

Public Comment

None

Announcements

The June committee meetings schedule: Facilities and Operations: June 5, Budget and Finance: June 9, Personnel: June 11, Executive: June 12.

Adjournment

Adjourned at 6:26 p.m.