



Staff Activity Update

Administration

- Completed and submitted FY2026 System Area and Per Capita Grant (SAPG) application on time. SAPG Operational Plan is structured to follow the IHLS 2025 – 2027 Strategic Plan.
- Worked with members and partner organizations to advocate for federal support of the Institute of Museum and Library Services.

Accounting and Human Resources

- Accounting finalized the FY2026 budget and narratives for approval at the May board meeting.
- Accounting team completed components for the FY2026 application.
- Accounting worked with the insurance broker to obtain renewal quotes for the FY2026 liability insurance policies and presented to the board at the May meeting for approval.
- Planned and held a successful Staff Day, with presentation on multiple generations in the work force.

IT

- Assisted with AMHS installation and connections.
- End of the year projects and budgeting. Trying to get all bills paid that need to be done this fiscal year.
- Laptops and security cameras ordered.

Facilities and Operations

- Automatic Material Handling System (AMHS): The Edwardsville AMHS installation went live; staff are refining workflow processes; held a ribbon-cutting ceremony with the Ed/Glen Chamber, and met with Lyngsoe staff. Delivery & Facilities Director met with Champaign staff to review installation plans and develop temporary sorting area plans, and coordination began with SIU Carbondale staff for the upcoming revised installation dates.
- Facilities: Completed the tuckpointing project in Edwardsville; replaced the refrigerator in Champaign.
- Delivery: Developed plans for the Delivery Coordinator's departure in Champaign.

SHARE

- Presented at the ICOLC (International Coalition of Library Consortia) Americas conference.
- Worked with OCLC to review existing IHLS symbols for merger. Due to the legacy systems, and an old virtual catalog, IHLS had several OCLC symbols (IHQ, IUI, IEU, VI#) that are tied to tasks, authorizations, and users. To simplify, SHARE and CMC is working with OCLC to review and ideally merge into one symbol, IHI.
- SHARE Finance & Policy Committee approved a procedure to manage delinquent accounts.

Membership and Grants

- Celebrated Leah Gregory as a Library Journal Mover and Shaker
- Kick Off of our 2026 Member Day ----Save the Date, February 19th
- Reached 400 users of the iLEAD trustee training portal.