



## Illinois Heartland Library System

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MEMO TO: IHLS Executive Committee  
FROM: Leslie Bednar  
DATE: July 14, 2025  
RE: Open Meetings Act (OMA) Compliance

A board member had questions regarding the method of voting for board officers during a board meeting. The board may choose to make their selections via an electronic method. The challenge is whether it is clear to the public present at the meeting whom a particular board member selected for each officer position (5 ILCS 120/2). Going forward, we will provide an update after voting for each position has concluded. With board members and members of the public able to attend from multiple locations and via Zoom, it may be helpful to have that tally by position.

### **Voting Script**

We drafted the attached script to be used when there is a vote for board leadership, Freedom of Information Act Officer, and Open Meetings Act Officer.

Assuming the only contested seat on July 22 is that of Board President, we will follow the attached script for voting for a contested seat. For positions with only one candidate, we will follow the attached script for voting for an unopposed seat.

### **Electing a Slate**

The board may choose to elect a slate of candidates instead of voting by position. This is possible as long as we exclude those positions where there is more than one candidate.

Please let me know if you have any questions or observations. I appreciate your attention to this matter. Thank you.

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IMAGINING TOMORROW, DELIVERING POSSIBILITIES TODAY!

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# Script for Contested Positions

## 1. Chairperson

*Next on our agenda is the election of board officers for FY2026.*

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## 2. Announce candidates and ask for write-in candidates

*We'll begin with a vote for the position of Board President.*

- *Sarah Hill and Linda McDonnell are nominated for Board President.*

*Do we have any write-in nominations?*

- Allow time for nominations.
- Confirm nominees are willing to serve.
- Once nominations are complete, close the nominations.

*Hearing no further nominations, nominations are now closed for the position of Board President.*

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## 3. Conduct the Vote

*We'll proceed with a roll call vote. Each member will state their vote aloud using the candidate's name. The executive assistant will document each vote.*

Executive Assistant:

*The results are as follows:*

- *Sarah Hill received [#] votes*
  - *Linda McDonnell received [#] votes.*
  - *[Name] is elected Board President.*
  - *All votes will be included in the minutes.*
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# Script for Unopposed Positions

## 1. Chairperson

*Next on our agenda is the election of the board [position] for FY2026.*

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## 2. Announce candidates and ask for write-in candidates

*[Name] is nominated for [position].*

*Do we have any write-in nominations?*

- Allow time for nominations.
- Confirm nominees are willing to serve.
- Once nominations are complete, close the nominations.

*Hearing no further nominations, nominations are now closed for the [position].*

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## 3. Conduct the Vote

*We'll proceed with a roll call vote. Each member will state their vote aloud with a "yes" or "no". The executive assistant will document each vote.*

Executive Assistant:

*The results are as follows:*

- *[Name] received [#] votes.*
  - *[Name] is elected [position].*
  - *All votes will be included in the minutes.*
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