



Illinois Heartland Library System

DELIVERY & FACILITIES COMMITTEE MEETING MINUTES

Date: October 2, 2025

Time: 4:00 p.m.

Call to Order

Sarah Hill called the meeting to order at 4:00 p.m.

Roll Call

Committee Members Present: Sarah Hill, Laura Naugle, Christine Westerlund

Committee Members Absent: Kim Dykstra, Ann-Marie Harland

Other Attendees & Guests: Colleen Dettenmeier

Public Comment

None

Approval of Minutes ([Attachment 4.1](#))

No discussion.

Approved by unanimous consent.

Unfinished Business

None

New Business

Delivery Tubs Grant Opportunity for Members ([Attachment 6.1](#))

The Delivery & Facilities Director reviewed the delivery tubs grant opportunity for members.

Automated Materials Handling System Updates

The Delivery & Facilities Director reviewed the overall progress of the Automated Materials Handling System project and discussed the key obstacles, the impact on performance, staffing considerations, and the benefits realized since project implementation.

Public Comment

None

Announcements

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

The Delivery & Facilities Director announced that the next planned meeting will be on January 8, 2025, unless an urgent matter arises. Please check your email regularly for cancellations or date changes.

Adjournment

Adjourned at 4:30 p.m.