



Illinois Heartland Library System

## BOARD OF DIRECTORS MEETING MINUTES

March 27, 2018

5:00 pm

**Carbondale Office: 1740 Innovation Drive, Carbondale, IL 62903, 618-985-3711**

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

**Decatur Public Library: 130 North Franklin Street, Decatur, IL 62523, 217-424-2900**

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

**Effingham Public Library: 200 North Third Street, Effingham, IL 62401, 217-342-2464**

**Illinois State Library, Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701, 217-785-5600**

**Southeastern Illinois College, Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400**

3	Approve the March 27, 2018 Consent Agenda a. Approval of February 27, 2018 Minutes	Carried
4	Accept the February Bills	Roll Call – Carried
5	Accept the Financial Reports	Carried
12.c	Approve status change of Abraham Lincoln Presidential Library	Carried
	Adjourn	Roll Call - Carried

### Call to Order

Sandy West called the meeting to order at 5:06 p.m.

### Roll Call

#### Board Members:

Champaign: Geoff Bant

Decatur Public Library: Stacey Carter, Sandy West, Bev Obert

Edwardsville: Tina Hubert, Sara Zumwalt, Robert Paarlberg, Mary Smith, Deb Owen, Mary Beil

Effingham: Charlene Topel

Southeastern Illinois College: Gary Jones

Absent excused: Tiffany Droege, Susan Pennington, Gary Denué

#### Other Attendees:

Carbondale: Troy Brown, Arlanna Fries

Champaign: Dominique Granger, Joan Bauer

Decatur Public Library: Leslie Bednar, Stacie Bushong, Julia Pernicka, Cassandra Thompson, Rick Meyer, Ellen Popit, Susan Palmer

Edwardsville: Adrienne Elam, Brandon Chapman, Shirley Paden, Rhonda Johnisee

Illinois State Library: Pat Burg, Joe Natale

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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**Consent Agenda**

The Department and Staff Activity report was not attached and will be presented at the April meeting. Stacey Carter motion to approve consent agenda without the Department and Staff Activity report. Bev Obert second. Motion carried.

**Approval of February Bills**

Sara Zumwalt motion to accept February bills. Tina Hubert second. Motion carried unanimously by roll call vote.

**Financial Reports**

Bev Obert motion to approve financial reports. Tina Hubert second. Motion carried.

**Freedom of Information Act (FOIA) Update**

None

**Open Meetings Act (OMA) Update**

None

**Public Comment**

None

**Communication**

Leslie Bednar shared that we received our second payment of \$549,978.11 as part of our FY2018 System and Area Per Capita Grant allocation. Leslie encouraged board members to review the recent publication: From Awareness to Funding: Voter Perception and Support of Public Libraries in 2018. Ellen Popit attended a report session at the Public Libraries Association Conference last week, and we will share more information as soon as it is available. We received a thank you note from Forest Park Forever for a donation we made in the name of a family member of one of our staff who passed away. Received the packet of information with requirements for the System and Area Per Capita grant application for FY2019. New this year, the Operational Plan of Service will tie each activity to a System Standard as stated in 23 ILAC 3030.215.

**Staff Report**Staff Update

None

Secondary Employment

None

Personnel

None

**Illinois State Library Report**

Pat Burg shared the information on the System Area and Per Capita funding payment. The Back to Books Grant deadline is March 30. Applications for the Illinois History-Digital Imaging Grant are due April 16. Elevate Illinois Leaders will be held April 28 at the Illinois State Library, and special thanks to Ellen Popit

and Leslie Bednar for serving on that committee. IHLS member library certification is winding down, with only 3 libraries left to file.

## **Committee Reports**

### Executive

Sandy West reported a routine meeting. Covered some of the delivery survey to be presented at a future date to the board.

### Finance

Sara Zumwalt reported a routine meeting.

### Membership & Policy

Ellen Popit reported the committee discussed the status of the RAILS Membership Standards. Ellen and Joan Bauer attended a Potomac Library meeting regarding their referendum that will enable them to pursue system membership.

### Facilities & Operations

Committee did not meet.

### Personnel

Committee did not meet.

### Advocacy

Sandy West reported in lieu of a meeting they were presented a report of staff advocacy activities.

### Nominating Committee

Leslie Bednar reported the committee has finalized the ballot which posted on March 15. One fifth of our members have participated as of today. Reminder for each library to only vote one time.

## **Unfinished Business**

### RAILS Membership Standards

Nothing new to report.

## **New Business**

### Membership Considerations

Ellen Popit reported Abraham Lincoln Presidential library will no longer send their collection out via delivery. They will be a research library with onsite access to patrons. Ellen and Leslie met with them to discuss their membership. There is an exception in 23 ILAC 3030.200 for special research libraries with non-circulating collections as system members.

Stacey Carter motion to accept the change of status for the Abraham Lincoln Presidential Library under the exception in the Administrative Code that recognizes special research libraries with non-circulating collections (23 ILAC 3030.200). Charlene Topel second. Motion carried.

### IHLS Strategic Plan (2015)

Leslie Bednar shared a review of the 2015 strategic planning process. The plan was approved by the IHLS Board of Directors in October 2015, however funding reductions prevented the system from moving

forward at the time. In 2018, with normal funding, we will complete the plan and staff will add strategic initiatives and activities based on member feedback. We plan to bring this information back to our members through the announce list, website and social media channels. It will also be a subject at the April board meeting, as well as several member networking opportunities in the next 5 weeks.

#### 2018 Delivery Survey Overview

We are thrilled with the results of the delivery survey in terms of number of replies and feedback. We decided to pull the report so we can better focus on the Strategic Plan at this meeting.

#### Statement of Economic Interest

Leslie Bednar asks that board members complete and send confirmation email to Stacie Bushong no later than May 1.

#### **Agenda Building**

April board meeting is moved to Thursday April 26. Synopsis of information gathered on long range plan. Membership considerations. Draft of the FY2019 budget. Statement of Economic Interest update.

#### **Public Comment**

None

#### **Announcement**

Sara Zumwalt announced be a cancer benefit for Rick Rayburn at the Litchfield Moose Lodge on April 8. Tickets are \$10 and there will be a silent auction and food for an additional charge. There is a link on the Litchfield Public Library Facebook page.

#### **Adjournment**

Bev Obert motion to adjourn. Tina Hubert second. Motion carried unanimously by roll call vote. Adjourned 6:08 p.m.