



## BOARD OF DIRECTORS MEETING MINUTES

May 28, 2020

5:00 pm

### Zoom due to Stay-at-Home order

3.1	Approve the May 26, 2020 Consent Agenda a. Approval of April 28, 2020 Minutes b. Director and Staff Activity Report	Carried
4.1	Accept the April 2020 Bills	Roll Call -- Carried
5.1	Accept the April 2020 Financial Reports	Carried
13.1	Approve the FY2021 Operational Plan	Carried
13.2	Approve the FY2021 Budget(s) and Narrative	Roll Call -- Carried
14.1	Certify Board Elections	Carried
14.2	Approve FY2021 Board Meeting Dates	Carried
14.3	Approve FY2021 IHLS Holidays	Carried
14.4	Approve FY2021 System Attorneys	Carried
	Adjourn	Carried

### Call to Order

Stacey Carter called the meeting to order at 5:01 p.m.

### Roll Call

#### Board Members:

Frank Bandre, Karen Bounds, Loretta Broomfield, Stacey Carter, Gary Denué, Tina Hubert, Janet Jenkins, Tammy Krouse, Bev Obert, Susan Pennington, Joshua Short, Mary Smith, Charlene Topel, Bill Wagner, Sandy West.

#### Other Attendees:

Leslie Bednar, Troy Brown, Pat Burg, Stacie Bushong, Colleen Dettenmeier, Dominique Granger, Shirley Paden, Bobbi Perryman (exited at 5:15 p.m.), Ellen Popit, Jill Shelton, Rita Stephens, Anna Yackle.

### Consent Agenda

Bill Wagner motioned to accept the consent agenda. Josh Short seconded. Motion carried.

### Acceptance of Bills April 2020

Tina Hubert motioned to accept the April 2020 bills. Charlene Topel seconded. Motion carried unanimously by roll call vote.

---

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

---

## **April Financial Reports**

Susan Pennington motioned to accept the April Financial Reports. Bev Obert seconded. Motion carried.

## **FOIA Update**

None

## **OMA Update**

None

## **Public Comment**

None

## **Communication**

### Advocacy Notes

Ellen Popit reported IHLS staff contributed to ILA's "Bigger Than A Building" initiative developed by a statewide working group to promote the value of libraries during this pandemic. Staff also participated in the Everything Trustees Need to Know COVID-19 webinar. Again, another statewide cooperative effort to provide resources for library trustees. More than 700 trustees participated!

Coming up: Members Matter with a discussion on COVID-19 Thursday, May 28<sup>th</sup>. This Zoom meeting will include a system update from Leslie Bednar, as well as information on Delivery and SHARE services as we move forward. A panel of library directors will share their reopening plans and Shandi Greve-Penrod will provide preliminary results on the Membership Survey.

### IHLS Plans for Reopening

The HR department has been working on details for the return of staff to the office. There was a staff survey to help with the planning process. Currently the plan is to have an alternating schedule for staff in the office, and theoretically there will not be more than 10 people per location at one time. Meetings will continue to be conducted via Zoom or Teams. Employees will be asked not to sit facing anyone else while working in the office and assigned seating is being considered. Remote work will continue to be encouraged, as the Governor is still asking for office workers to continue telework, if possible, in Phase III of the Restore Illinois Plan

## **Staff Report**

### Staff Update

None

### Secondary Employment

None

### Personnel

None

## **Illinois State Library Report**

Pat Burg reported the Illinois State Library will reopen on June 1<sup>st</sup>. There has been a lot of preparation to get the building ready for staff to return. The legislature met to approve the budget, but it is still waiting for final approval.

## **Committee Reports**

### Executive

Stacey Carter reported the committee met and reviewed many items found later in this agenda. The Edwardsville building mine subsidence repairs, FY2021 Operational Plan, Budgets and Narrative and the Executive Director evaluation.

### Budget and Finance

Bev Obert reported the committee had a routine meeting and reviewed the FY2021 Budget and Narrative. The audit will be performed on August 3<sup>rd</sup>. The next meeting is June 8<sup>th</sup>.

### Policy and Membership

Tina Hubert reported the committee met and reviewed the comments for the FY2021 Operational Plan. The committee will not meet in June.

### Facilities and Operations

Sandy West reported the committee did not meet. The committee will not meet in June.

### Personnel

Mary Smith reported the committee met and reviewed the travel policy section of the Personnel code. There will be a meeting on June 2<sup>nd</sup>.

### Advocacy and Education

Stacey Carter reported the committee did not meet. The committee will not meet in June.

## **Unfinished Business**

### Edwardsville Building Mine Subsidence

Leslie Bednar shared information on the mine subsidence construction in addition to photos. There have been some unexpected recent developments regarding the dock and Helitech will be contacting Operations this week to discuss solutions.

### FY2021 Operational Plan (Second Reading)

Josh Short motioned to approve the FY2021 Operational Plan. Karen Bounds seconded. Motion carried.

### FY2021 Operational Budgets and Budget Narrative (Second Reading)

Tina Hubert motioned to approve the FY2021 Operational Budgets and Budget Narratives. Bev Obert seconded. Motion carried by unanimous roll call vote.

### eResources Embargo

Leslie Bednar shared an update on the progress on the embargo especially MacMillan's plan to limit public libraries' access. The publisher has decided to step back and use this the pandemic as an opportunity to return to a more open sharing model and hopefully earn customer support.

## **New Business**

### Board Elections

Bobbi Perryman submitted the election results. The committee faced some additional challenges due to the pandemic, mostly with communications, and all newly elected board members and applicants have

been notified of the results. She praised the committee for their work and thanked Stacie Bushong for her guidance throughout the process.

**Elected by the membership to the IHLS Board of Directors effective July 1, 2020:**

Zachary Newell (Booth Library, Eastern Illinois University, Charleston)

*Academic Library Representative*

Clay Dean (Mattoon Public Library)

*Public Library Trustee Representative*

Guadalupe Mejia (Urbana Free Library)

*Public Library Representative*

Jill Shelton (Massac County USD #1, Metropolis)

*School Library Representative*

Stacey Carter (Lincoln Correctional Center)

*Special Library Representative*

Josh Short motioned to certify the FY2021 board election results. Mary Smith seconded. Motion carried.

FY2021 Board Meeting Dates

Karen Bounds motioned to approve the FY2021 Board Meeting Dates. Josh Short seconded. Motion carried.

FY2021 IHLS Holidays

Frank Bandre motioned to approve the FY2021 IHLS Holidays. Mary Smith seconded. Motion carried.

FY2021 System Attorneys

Karen Bounds motioned to approve FY2021 System Attorneys. Bill Wagner seconded. Motion carried.

Executive Director Evaluation

Stacey Carter explained it is time for the Executive Director's annual evaluation. There will be a survey arriving mid-June and she asked all current board members to participate and to please complete it prior to the June board meeting.

**Agenda Building**

Update on the Edwardsville building mine subsidence repairs and dock, thank retiring board members, incoming board members are invited to attend

**Public Comment**

None

**Announcements**

Susan Pennington thanked everyone for the learning experience of sitting on the board and expressed the greatest respect for what the system does for members.

**Adjournment**

Karen Bounds motioned to adjourn. Bill Wagner seconded. Motion carried. Adjourned at 6:28 p.m.