

**BOARD OF DIRECTORS MEETING MINUTES**

July 23, 2019

5:00 pm

**Carbondale Office: 1840 Innovation Drive, Carbondale, IL 62903, 618-985-3711****C.E. Brehm Public Library: 101 South 7<sup>th</sup> Street, Mt. Vernon, IL 62086, 618-242-6322****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**

3.1	Approve the new board members	Carried
	Move 15.a Executive Director Evaluation to after Item 4. Election of Officers	Carried
4.1	Close nominations ballots	Carried
5.1	Approve the July 2019 Consent Agenda a. Approval of June 25, 2019 Minutes b. Director and Staff Activity Report	Roll Call - Carried
6.1	Accept the June 2019 Bills	Roll Call - Carried
12.a	Accept the Staff Report	Carried
12.b	Accept the Secondary Employment	Carried
15.a	Table Executive Director Evaluation to August 1	Carried
16.c	Appoint Gary Denué as FOIA Officer	Carried
16.d	Appoint Tina Hubert as OMA Officer	Carried
	Adjourn	Carried

**Call to Order**

Stacey Carter called the meeting to order at 5:00 p.m.

**Roll Call****Board Members:**

Carbondale: Karen Bounds, Loretta Broomfield, Sandy West

Decatur Public Library: Melanie Allen, Stacey Carter, Beverly Obert

Edwardsville: Frank Bandre, Tina Hubert, Joshua Short, Bill Wagner

Effingham: Charlene Topel

Absent excused: Gary Denué, Janet Jenkins, Susan Pennington, Mary Smith

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

#### Other Attendees:

Carbondale: Troy Brown

Champaign: Joan Bauer

Edwardsville: Sara Zumwalt (exits meeting at 5:13), Leslie Bednar, Julia Pernicka, Brandon Chapman, Dominique Granger, Shandi Greve Penrod, Rhonda Johnisee, Shirley Paden

Illinois State Library: Rita Stephens, Pat Burg

Stacey Carter announced that 16.3 Ethics Commission will not be addressed.

#### **Welcome New Board Members: Karen Bounds, Loretta Broomfield, Joshua Short, William Wagner; and Returning Board Member Beverly Obert.**

All five newly elected board members agreed to support the IHLS Commitment to Serve.

Tina Hubert motion to approve the new board members. Sandy West second. Motion carried.

Tina Hubert motion to move 15.a Executive Director Evaluation to after agenda item 4. Election of Officers. Bill Wagner second. Motion carried.

#### **Election of Officers**

Sara Zumwalt presented the slate of officer candidates.

Bill Wagner motion to close nominations ballots. Frank Bandre second. Motion carried.

- President: Stacey Carter
- Vice President: Melanie Allen
- Secretary: Sandy West
- Treasurer: Beverly Obert

The slate was elected unanimously via Survey Monkey.

#### **Executive Director Evaluation**

Sara Zumwalt recommended that due to low board member participation, the evaluation be tabled to the August board meeting with a new deadline of August 1.

Tina Hubert motion to table Executive Director Evaluation to August meeting. Bill Wagner second. Motion carried.

#### **Consent Agenda**

Beverly Obert motion to approve the July consent agenda. Sandy West second. Motion carried by roll call vote with Karen Bounds, Loretta Broomfield, Joshua Short, and Bill Wagner abstaining.

#### **Acceptance of Bills June 2019**

Sandy West motion to accept the June 2019 bills. Tina Hubert second. Motion carried unanimously by roll call vote.

#### **Draft June 2019 Financial Reports**

Rhonda Johnisee highlighted the Draft June 2019 Financial Reports. The auditors will provide us with a final FY2019 financial report in September.

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

None

**Open Meetings Act (OMA) Update**

None

**Public Comment**

None

**Communication**

None

**Human Resources**Staff Report

Tina Hubert motion to accept the Staff Report. Melanie Allen second. Motion carried.

Secondary Employment

Bill Wagner motion to accept the Secondary Employment. Charlene Topel second. Motion carried.

Personnel

None

**Illinois State Library Report**

Pat Burg reported there was no report from the Illinois State Library.

**Committee Reports**Executive

Stacey Carter reported a routine meeting.

Budget & Finance

Bev reported a regular meeting. The next meeting is August 13.

Membership & Policy

Leslie Bednar reported the committee did not meet.

Facilities & Operations

Sandy West reported the committee did not meet.

Personnel

Stacey Carter reported the committee met and reviewed five position descriptions.

Advocacy & Education

Sandy West reported the committee did not meet.

**Unfinished Business**Executive Director Evaluation

This was moved to the front of the agenda.

2019 IHLS Annual Meeting

Leslie Bednar reported this year's meeting will be September 24. After discussion it was determined it would be at the Edwardsville office.

### **New Business**

#### Investment Update

Leslie Bednar gave a report on the Investment Update

#### Board Networking Events

Leslie Bednar reviewed the dates for the Board Networking Events. As an outreach to public library trustees, in FY2020 we plan to include a short training component.

#### Elect Freedom of Information Act (FOIA) Officer

Sandy West motion to appoint Gary Denué as FOIA Officer. Joshua Short second. Motion carried.

#### Elect Open Meetings Act (OMA) Officer

Karen Bounds motion to appoint Tina Hubert as OMA Officer. Bill Wagner second. Motion carried.

#### Ethics Commission

Postponed to the August meeting

#### Board Committees

Stacey Carter requested the board send her their committee preferences.

### **Agenda Building**

Members suggested the following for the August board agenda: executive director evaluation, Ethics Commission, and committee assignments.

### **Public Comment**

None

### **Announcement**

None

### **Adjournment**

Karen Bounds motion to adjourn. Bill Wagner second. Motion carried. Adjourned at 6:26 p.m.