



Illinois Heartland Library System



JULY 2022

DIRECTOR & STAFF ACTIVITY REPORT

ADMINISTRATIVE REPORT & STAFF ACTIVITIES

Submitted by Leslie Bednar, Executive Director

COMMUNICATION GOALS:

Carol Hogan-Downey, Communications Coordinator

Shandi Greve Penrod, Marketing Coordinator

Communicate effectively and efficiently with IHLS stakeholders.

Advocate for the organization and our members.

Highlights

- Increased social media visibility demonstrably: Twitter profile visits up by 400%, Tweet impressions up by 98%, LinkedIn new follows up by 83%, Facebook post reach up by 38%, Facebook impressions up by 31%.
- Continued working with IHLS's in-house developer to make changes to the new website. Continued bringing over content from the current website. Drafted and revised new content.
- Continued working on the IHLS print brochure.
- Developed a campaign for the Grant Writing 101 workshop, conducted in partnership with the Library Book Selection Service Endowment Fund, a project of AISLE, the Association for Illinois School Library Educators. Campaign included web copy, targeted emails, and a short video.
- Began rollout of in-house consultation program for IHLS staff who are writing or designing messaging. Program is expected to promote more efficient cross-department collaboration.
- Worked with the Member Day Communications Team, Speakers Team, Exhibitors Team, and Games Team to plan and produce materials, activities, and messaging for Member Day 2022.

Communication and Promotion:

- *State and system news:*
 - IHLS: LBSS Grant Writing Workshop, Top Workplaces 2022, library news (Smithton Public Library mural, Tub Olympics at Marion-Carnegie Library), My Library Is blog articles, other webinars and events, retirement of the operations director, Top Workplaces 2022 award, open positions at IHLS, Illinois Libraries Present membership enrollment, eRead Illinois and SHARE membership enrollments and re-enrollments
 - SHARE: Biblio+ demos, Polaris and Leap Circulation Training, collections stats, cloudLibrary Collection Development Policy (revised) and Reconsideration Policy,
 - CMC: CMC multiweek courses and webinars announced for FY2023

- *Advocacy*: WSIU public library spots
- *Continuing education and networking*:
 - Weekly IHLS Library Directors' Chats (multiple)
 - IHLS Third Thursdays CE, Grant-Writing Workshop, various third-party webinars and conferences, SHARE Catalogers Training Session, Cataloging Maintenance Center courses and webinars
- *Grants*:
 - *Pilcrow Foundation Children's Book Project grant*
 - *Lois Lenskey Covey Foundation grant*
 - *IMLS Laura Bush 21st Century Librarian Program*
 - *IMLS National Leadership Grants for Libraries*
 - *Mary Heath Foundation Grant*
- *Discounts and Demos*:
 - NewspaperArchive database, operated by World Archives
 - Internet Librarian 2022 Conference Discount for ILLINET Members
 - Biblio+ for SHARE members

Membership and partnership events attended by department staff:

- Illinois Libraries Present Marketing Committee
- LBSS Grant-Writing Workshop planning meetings

Social media insights:

- Facebook: 25 posts in July 2022
 - *Awareness*:
 - Post reach: 11,539 total, 455.4 avg.
 - Impressions: 12,039 total
 - (correction to last month: June impressions were 9,266)
 - *Engagement*:
 - 583 post reactions, comments, and shares
 - 1,053 post clicks
 - *Likes*: 1,276
 - *Follows*: 1,481
- Twitter: 18 tweets
 - *Awareness*: 1,281 total tweet impressions, 462 profile visits
 - *Change*: +5 followers
- LinkedIn: 18 posts
 - *Awareness*: 234 impressions, 101 unique impressions
 - *Engagement*: 14 engagements (reactions, shares, comments, and post clicks)
 - *Change*: +11 followers

BOARD SUPPORT GOALS:

Submitted by Stacie Bushong, Executive Assistant

Provide support for IHLS board members. Retain and purge materials on an approved schedule.

- Prepared for and participated in new board member orientation.
- Began emailing Zoom links a half hour prior to meetings.
- Applied to the Illinois State Archives for destruction of eligible documents.

FACILITIES GOALS:

Submitted by the IHLS Safety Committee

Provide a safe working environment

- Shared safety information with staff.
 - Summer fire safety outreach materials
<https://www.usfa.fema.gov/prevention/outreach/summer.html>
 - Extreme heat safety <https://www.ready.gov/heat>



Human Resources Report

HUMAN RESOURCES REPORT & STAFF ACTIVITIES

Submitted by Jill Trevino, Human Resources Director

HUMAN RESOURCES GOALS:

Retain and attract highly qualified IHLS Staff whose focus will be to accomplish IHLS goals and objectives, seek continuous professional growth, and maintain a positive team dynamic.

- Human Resources continues to recruit highly qualified candidates by posting job listings on our company website, Facebook, Indeed, LinkedIn, ILA Jobline, Handshake, AMIGOS, RAILS Jobline, CARLI Jobline, and member newsletters. July job openings included: Courier Driver position in Carbondale, Sorter in Edwardsville, CMC Special Project Cataloger, and Director of Delivery & Facilities in Edwardsville.

A new hire orientation was conducted in person for the Edwardsville SHARE Administrative Assistant this month.

Live workshop or online training	Format	# of staff
Successful Employee Onboarding	Fred Pryor	1
Working Smarter: How to Optimize Your Org's People & Potential	HRCI.org	1
Workplace Mentoring That Retains and Engages Employees	SHRM.org	1
Using the Company Intranet to Engage and Retain Employees	HRmorning.com	3
Identifying Engagement: When a Top Producer May Not Equal Engaged Employee	HRCI.org	1
Effective Emergency Management Disaster Planning	Fred Pryor	1



Live workshop or online training Information Technology Department	Format	# of staff
DevOps Foundations: Planning and Implementing a DevOps Strategy	Pluralsight	1
C++20 Fundamentals	Pluralsight	1
Enroll Devices into Microsoft Intune	Pluralsight	1
Introduction to the Cisco Certified DevNet Associate Certification	Pluralsight	1
PureScript 1 Fundamentals	Pluralsight	1
Introduction to Microsoft Cloud Services	Pluralsight	1
Getting Started with Rancher	Pluralsight	1
Perl 5: The Big Picture	Pluralsight	1
Perl 5 Fundamentals	Pluralsight	1
Introduction to Networking for Cisco CCNA	Pluralsight	1
Certified Kubernetes Application Developer: Application Design and Build	Pluralsight	1
Managing iOS and Android Mobile Devices with Microsoft Intune	Pluralsight	1
Snowflake Cloud Data Platform: Getting Started	Pluralsight	1
Microsoft 365 Services and Concepts	Pluralsight	1
Microsoft 365 Security Concepts	Pluralsight	1

COVID-19 Compliance, Policy, and Administration

- Human Resources continues to be the lead contact in addressing all COVID-19 exposure questions and concerns by following the protocol set forth by our Leadership Team. Human Resources is also making sure appropriate documentation is obtained from employees when leave is needed for COVID-19 reasons.



Increasing Staff Communication Through the Use of the IHLS Intranet

- July 5, we rolled out mandatory Employee Handbook Training for all employees.
- July 5, the Staff Engagement Team rolled out the offering of Propel drink mix for all employees to encourage everyone to stay hydrated during these scorching hot summer months.

- July 12, announcement welcoming new employees to IHLS.
- July 20, announcement about our St Louis Dispatch Top Work Place Award employee celebration held on July 26.



Developing a Performance Appraisal System for FY2023

- The performance appraisal committee has been working on developing criteria and goal worksheets focusing on our IHLS mission, operational goals, department goals, and employee personal development.
- We have been working with TeamFlect on training and how to use the Microsoft Teams application.

Employee Handbook Training Rolled out to Staff

- The Employee Handbook Presentation was rolled out to Staff to inform employees of the revisions and new policies added to the updated Employee Handbook for 2022.
- Employees are required to view the training presentation, sign new acknowledgement forms for legal compliance, and were given a hard copy of the new handbook. Additionally, employees were given details on where to find an electronic copy and whom to contact if they have any questions regarding our policies and procedures.

Explore Opportunities to enhance human resources knowledge across member libraries.

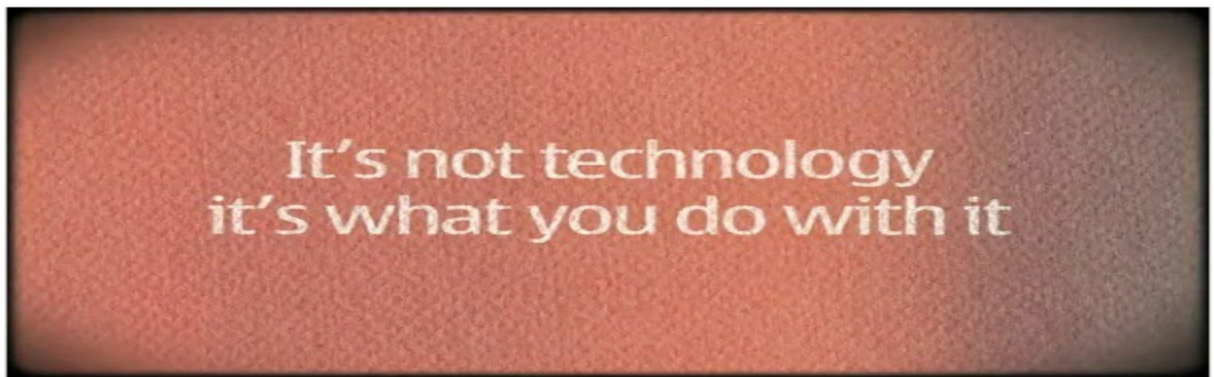
- Human Resources worked in partnership with the Membership Department to schedule webinars for our member libraries. Webinars will be free for each participant. IHLS staff are also invited to attend. Registration is completed through L2. In addition, a recording of each session will be available for members who could not attend in person or who would like to revisit the online webcast.

1. August 8, 2022 @ 10:00am

Resilience in Times of Change

About this session:

Change is an inevitable part of life. Sometimes it hits us unexpectedly and other times it comes as a consequence of a decision we made. Either way, change can be scary if we aren't prepared to be flexible and resilient in the face of it. Especially in the workplace, organizational change can impact individual employee's performance and productivity. Thankfully, based on decades of research, we know that it isn't the change itself, but how we perceive it. And there are specific internal and external resources that can be taught to help individuals not only effectively adapt to change but also thrive through it. Resilient people are optimistic, purposeful, growth oriented, engaged and connected. In this webinar, participants will: explore the impact of change on individuals and organizations, define the concept of resilience and how it's essential to cope with change, and learn the skills necessary to foster resilience and make healthy transitions.



2. September 12, 2022 @10:00am

Digital Distraction: Use Technology, Don't let it Use You

About this session:

American psychologists have started treating patients for something fairly new, known as "information or social media addiction." Technology has become an intricate part of our daily lives. We have the Internet in the palm of our hands on mobile devices and tablets, in our homes on smart televisions, and at work on computers. Is the Internet interfering with our quality of life? In this session, we will discuss online productivity and how to use social media and modern-day technology to our advantage so that it does not control us. We will learn how to maintain a balance between the real world and the virtual world so that we can perform better at work and be more present with our friends and families.

3. October 10, 2022 @ 10:00am

Getting Fit at the Office

About this session:

Research shows that sitting at your desk all day can be as harmful to your heart as smoking a pack of cigarettes a day. This session explains the health hazards of being sedentary at work, and offers practical tips on how participants can stay physically active at the office. Participants will learn desk side exercises that will keep them moving throughout the day for better overall health.



4. November 14, 2022 @10:00am

Getting Back on Track: Turning a Professional Mishap into Growth

About this session:

Whatever sort of misstep you've had, there is a way to recover. Whether you blew it on a big project or misbehaved at the holiday party, we'll discuss ways to regain respect and improve your professional relationships. This seminar will discuss the fallout from a professional misstep and how to parlay any mistakes you've made into professional growth opportunities. We will review numerous strategic ways to recover and improve your career going forward.



Accounting Report

ACCOUNTING REPORT & STAFF ACTIVITIES

Submitted by Rhonda Johnisee, Finance Director

Every July, the Finance Department prepares and generates the annual billings for SHARE, IHLS, and OCLC. This year, over 1,600 invoices were prepared and emailed to member libraries. It is a large accomplishment to get these invoices out to our members in the most efficient way. The creation of these invoices generates most of the revenue for the fiscal year for SHARE and OCLC.

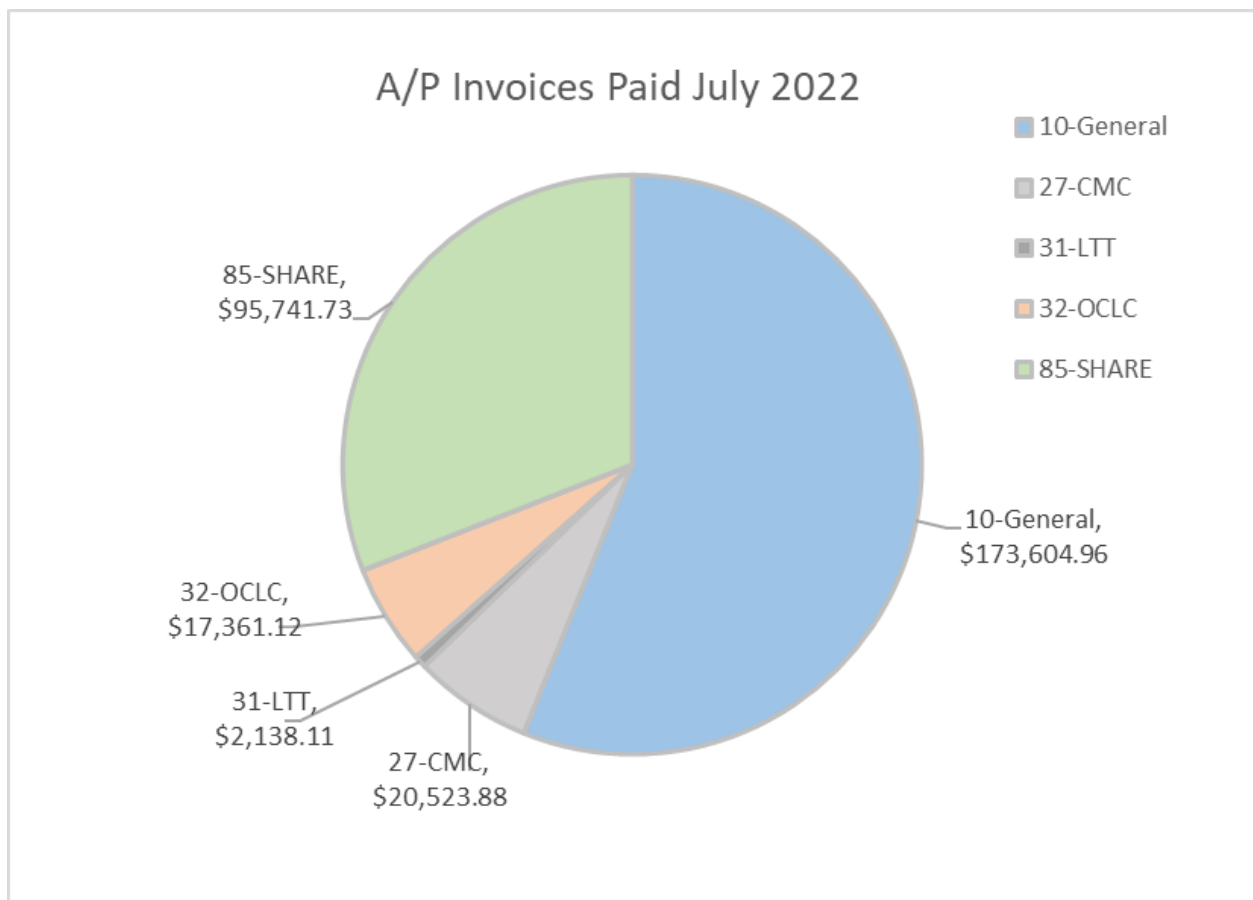
The department also was busy preparing for the FY2022 audit. We prepared reports and reviewed data for accuracy. We were able to send requested information to the auditors, Scheffel Boyle, prior to their onsite work the week of August 1.

ACCOUNTING GOALS:

Equip IHLS Administration and Board of Directors with effective reporting of financial transactions to encourage good stewardship through decision-making. Provide member libraries with tools to enhance their financial literacy to encourage good stewardship of public funds.

- Attended IHLS Board of Directors orientation.
- Attended a Trustee Training grant meeting.
- Attended a Member Day planning meeting.
- Attended a Staff Engagement Team meeting.
- Attended Marketing Advisory Committee meeting.
- Attended a Teamflect performance appraisal meeting.
- Attended a meeting with a consultant to review Request for Information responses on the Automatic Material Handling (AMH) system.
- Attended a meeting with representatives from Consortium of Academic and Research Libraries (CARLI) regarding the Champaign office lease space.
- Attended Leadership and Supervisors Team meetings.
- Attended High Five and staff meetings.
- Attended weekly Finance Department meetings.
- Attended IHLS Finance Committees and IHLS Board of Directors meetings.
- Submitted Federal and State Quarterly 941s and State Unemployment tax reports.
- Submitted the quarterly OCLC Grant report to the Illinois State Library.
- Provided financial data for the CMC, Live and Learn Construction, and Road to Recovery grant reports.
- Prepared travel packets for upcoming conferences.
- Prepared for the annual IHLS and OCLC audits.
- Prepared and processed two payrolls in July.

- Prepared June 2022 Bill Payments, Credit Card Transactions, Statement of Revenues and Expenditures, and Balance Sheets reports for IHLS Finance Committee and Board of Directors.
- Generated and mailed 1,649 accounts receivable invoices (OCLC: 698 annual member fees, 8 quarterly member fees, 6 monthly member fees, and 111 transactional fees; SHARE: 432 annual member fees, 31 quarterly member fees, 3 monthly member fees, 5 transitional member fees, 1 implementation fee, 70 annual bibliographic services, 244 cloudLibrary subscriptions, 9 Gale subscriptions, 5 McNaughton subscriptions, and 17 Solus customizations fees; General: 1 ILDS and 8 SWANK licensing fees).
- Received and posted 266 accounts receivable cash receipts checks totaling \$397,831.93 (OCLC: 65, SHARE: 154, and General: 46).
- Received and entered 71 accounts payable invoices.
- Disbursed 71 accounts payable checks totaling \$309,369.80.





Information Technology Report

INFORMATION TECHNOLOGY REPORT & STAFF ACTIVITIES

Submitted by Troy Brown, IT Director

With July being the start of our new fiscal year at IHLS and the beginning of our new budget period and goals, we like to take this time to look towards the year as a whole and prioritize the projects that need to get done as soon as possible and those that might be able to wait for a bit. This year, one project that stands out as a priority is getting our conference rooms in our IHLS buildings reconnected to the technology needed to join virtual meetings. With the recent construction in Edwardsville and Champaign, we are at a point where we need to get things ready for visitors. We've been testing Microsoft Teams Rooms, instead of Zoom Rooms, in the Carbondale office. We have had great success with it. You can still join Zoom meetings with a Microsoft Teams Room, but the service is administered through Microsoft instead of Zoom. Also, the price difference is dramatic. Microsoft is about \$72/year and Zoom was almost \$1,500/yr. We've already eliminated several of our Zoom Rooms accounts and the rest will be eliminated once the transition is complete.

We've received the quote for the system in Edwardsville, but we are going to hold off on the Champaign room system as we work with the University of Illinois and potentially use the system from CARLI. If that's the case, we'll let the U of I administer the system and simply use the system as needed for our purposes. This could be a major win/win for us.

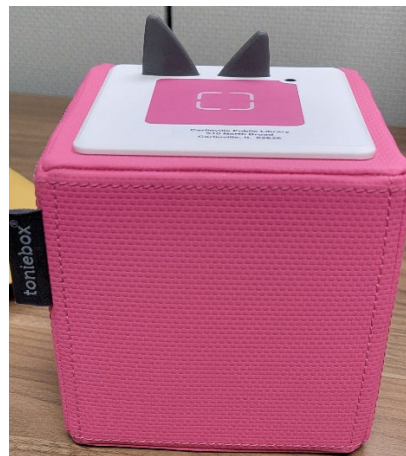
IT GOALS:

Provide the IT support necessary for IHLS and SHARE to function efficiently. Implement new design to IHLS website.

- Content continues to be recreated in the new website.

BIBLIOGRAPHIC REPORT & STAFF ACTIVITIES

Submitted by Jennifer Baugh, SHARE Manager for Bibliographic Services & Pam Thomas, Bibliographic Grant Manager



SHARE cataloging staff cataloged a Toniebox (front of box, left; Toniebox, center; Tonies audio character, right) for the Carlinville Public Library.

During July, Cataloging Maintenance Center (CMC) and SHARE staff continued providing high quality cataloging services to libraries throughout Illinois. Staff attended numerous webinars to further their collective cataloging knowledge.

CATALOGING SERVICE FOR SHARE GOAL:

Provide cataloging services for SHARE member libraries, including transitional libraries, and increase usability of the SHARE database to ultimately increase resource sharing.

- Cataloged 388 items for SHARE member libraries.
- Imported 244 \$3 bibs for SHARE member libraries.
- Merged 67 bibliographic records, cleaned/corrected 11 bibliographic records.

CATALOG TRAINING FOR SHARE MEMBERS GOALS:

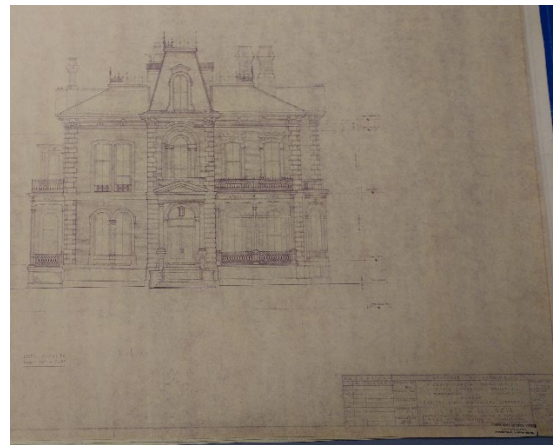
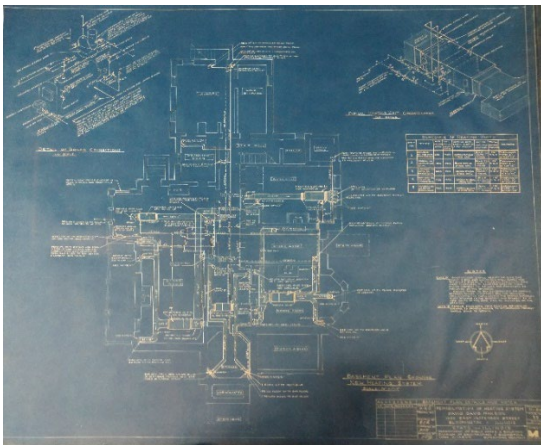
Maintain rigorous cataloging standards that include continuing education in bibliographic services and cataloging for member libraries. Support member skills necessary for fluency in national, state, and local policies such as RDA (Resource Description and Access), OCLC, and Library of Congress.

- Handled over 45 emails and contacts.
- Reviewed and imported files with a total of 190 bib records for beginning catalogers.

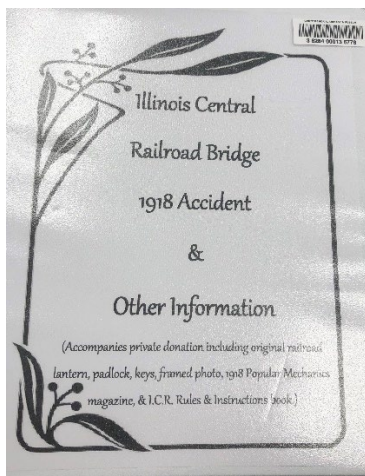
CATALOGING MAINTENANCE CENTER (CMC) GOALS:

Provide cataloging and bibliographic services for libraries in the Reaching Across Illinois Library System (RAILS) and IHLS service areas to increase access and encourage resource sharing of information resources found in Illinois libraries. Support access to Illinois digital collections by providing information on the formation and content of metadata. Instruct Illinois library staff in the use of resource description, including cataloging and metadata.

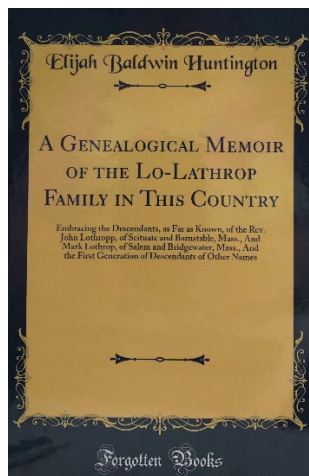
- Reviewed 22 books and five serials for a total of 27 records.
- Cataloged 136 items (including 74 originally cataloged and 62 records enhanced) and created 10 name and one series authority records for a total of 11 new name authority records. Two of the enhanced cataloged items were in Chinese.
- The PrairieCat database cleanup project continues, where 731 bibliographic records were enhanced or merged.
- The Alma cleanup project for CARLI continues, with a total of 397 dedupes (merges), 66 deletes, and 6,671 edits. Some of the bibliographic records that were deduped were in Spanish, French, and German, as well as English.
- Handled 40 contacts.
- 90 bibliographic records were merged (three books for the PrairieCat cleanup project and 83 books and four e-books for the OCLC Member Merge project).
- Uploaded one digital collection to the Illinois Digital Archives (IDA) website for New Lenox Public Library.



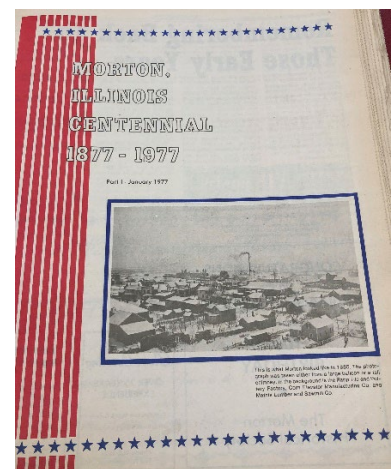
One blueprint (left) and one architect drawing (right) of the David Davis Mansion in Bloomington owned by the Abraham Lincoln Presidential Library and Museum. This blueprint collection is one of many that the CMC will be cataloging for the ALPLM.



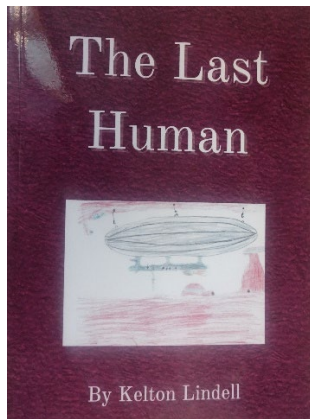
The Illinois Central Railroad Bridge 1918 Accident & Other Information is a special collection of items including a railroad lantern, padlock, keys, framed photo, and other items. This collection is owned by Groff Memorial Library.



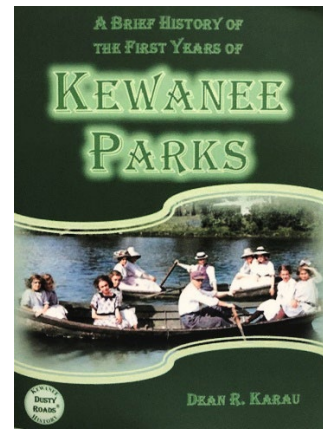
A Genealogical Memoir of the Lo-Lathrop Family in This Country is local genealogy cataloged for the Louis Latzer Public Library.



Morton Illinois Centennial is a local history collection owned by Morton Public Library.



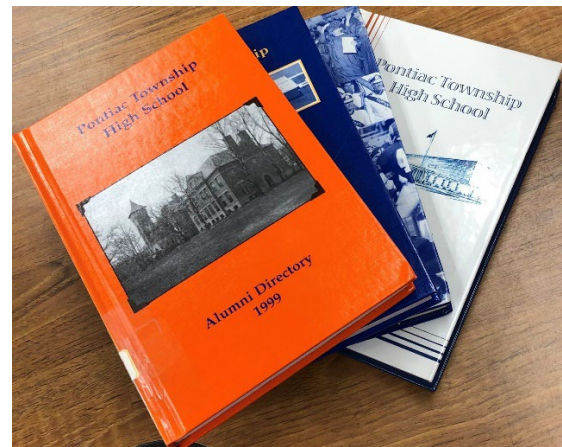
The Last Human was written by a young local author and owned by Pekin Public Library.



Kewanee Parks is a local history book owned by Neponset Public Library.



Announcement of 36th session: Northern Illinois Normal School and Dixon Business College is a course catalog (local history) owned by Dixon Public Library.



Various Pontiac Township High School yearbooks were cataloged (local history) for the Pontiac Public Library.



Delivery Report

DELIVERY REPORT & STAFF ACTIVITIES

Submitted by Sarah Taylor, Administrative Assistant

During the month of July, we celebrated the retirement of our Operations Director, Susan Palmer. Susan worked with Illinois Library Systems for 24 years before her retirement on July 22, 2022. Susan Palmer helped establish many innovative solutions for delivery that we still use to this day, including 5-day a week functional delivery in southern Illinois.

On July 21, 2022, we held a discussion about the vendor responses from four different companies who responded to the Request for Information (RFI) for the Automatic Material Handler (AMH). Many staff agreed two companies stood out more out of the four that submitted an RFI. It was discussed that further evaluation will be needed until we can decide if we will move forward with a Request for Proposal (RFP). A report including return on investment will be given to the board at a future meeting.

In Champaign, sorter Nancy Smith had her last day on July 15, 2022. For Champaign facilities, we had scheduled maintenance on the HVAC units. The 4-ton unit has a cracked drain pan. Firestone sent King Lar roofers to look at the leak, and they found 5 places that needed repair. One repair will not be covered under warranty.

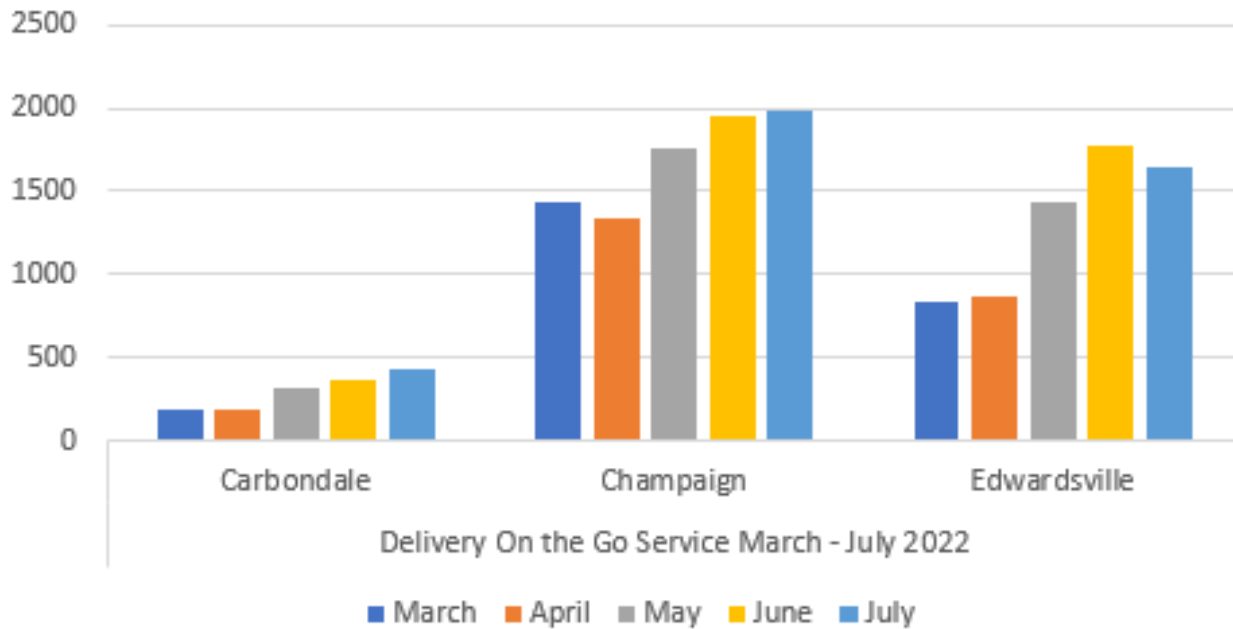
For Edwardsville facilities, we are currently gathering estimates for the replacement of the roof and tuckpointing/brick work that may be necessary. The ILDS (Illinois Library Delivery Service) box truck is still in the shop and will be repaired from the June 14 accident.

DELIVERY GOALS:

Provide efficient provision of delivery services to support resource sharing among IHLS members. Provide accurate information and educational tools to support delivery. Provide accurate member library delivery data in L2.

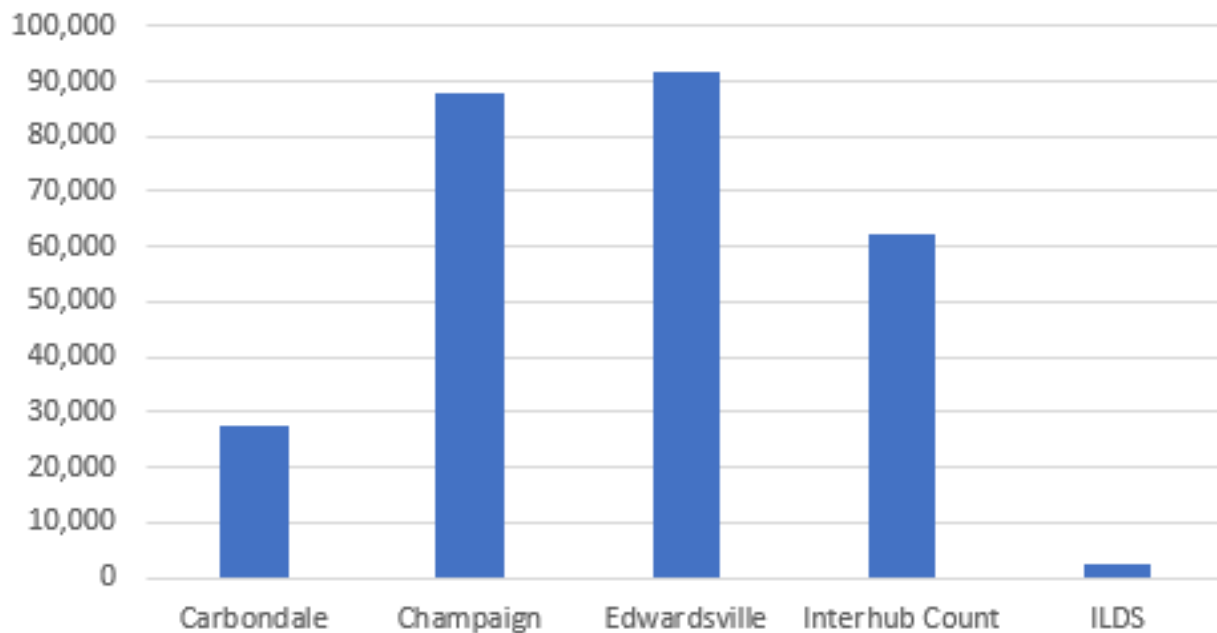
- Received estimates for replacing the roof at the Edwardsville hub location.
- Increased our Delivery On the Go Service (DOGS) numbers by allowing same route, same day service to our Member Libraries. Below you will find a graph that shows this increase in items delivered after the addition of the orange bags to this program:

Delivery On the Go Service March - July 2022



- Below you will find a graph that shows incoming items for July 2022:

Item Count For July 2022



SHARE REPORT & STAFF ACTIVITIES

Submitted by Cassandra Thompson, SHARE Director

July was an exciting time for SHARE, as we launched new programs! For example, we rolled out our brand new McNaughton Book Leasing for SHARE program! Throughout July, we received 25 titles for 5 member libraries, and though not a full month of activity (since we were receiving titles until the very end of the month), we already had 20 of these items circulate.

We also completed the final phase of our SHARE Mobile Library project, which included patron self-service! There are two libraries that have access to patron checkout with RFID, and three with regular self-service.



We also welcomed a new team member, SHARE Administrative Assistant, Jace Cook!

SHARE GOAL:

Provide an innovative resource discovery, sharing, and delivery system.

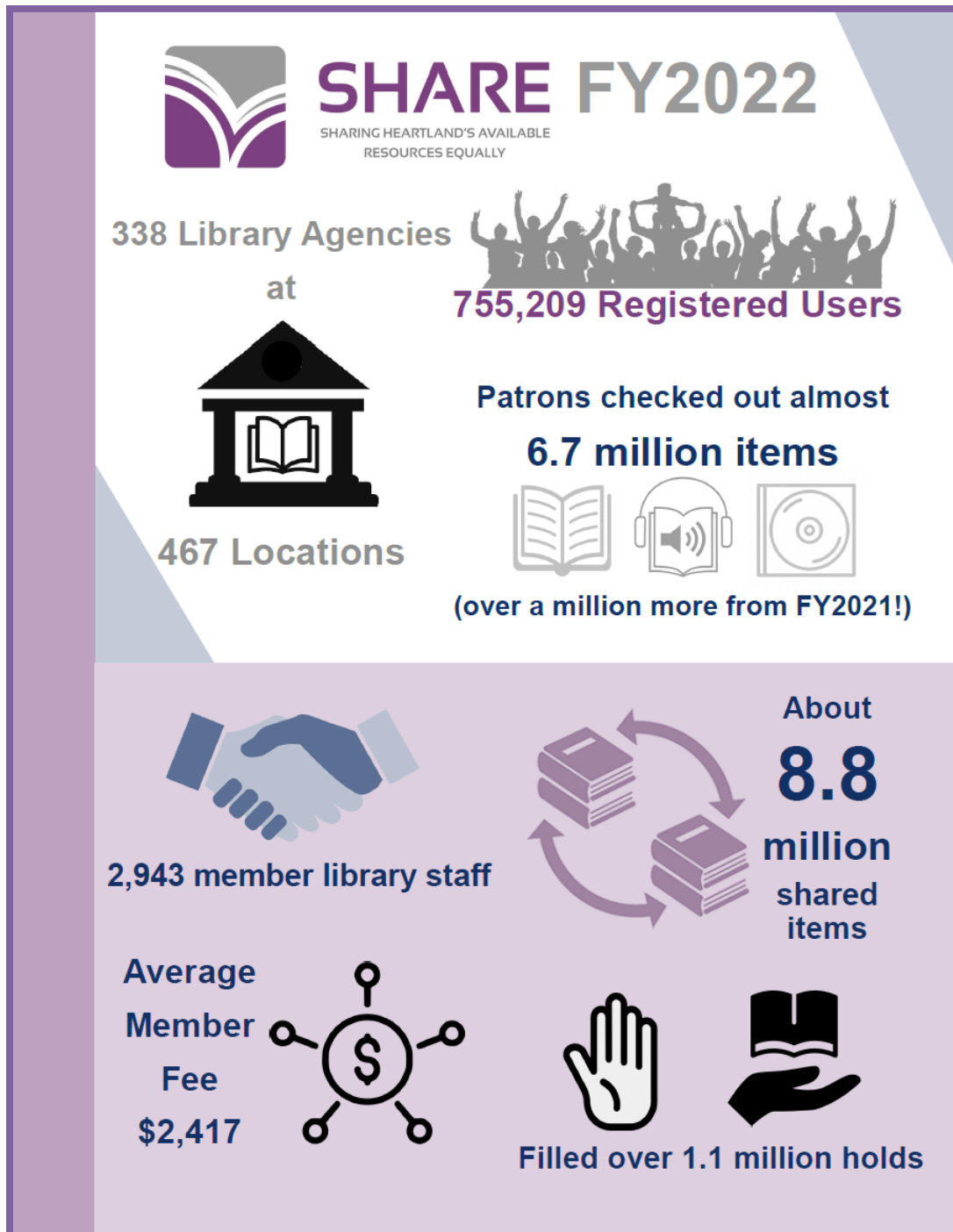
- Participated in the monthly supervisors meeting to share between departments and learn about changes that affect our team.
- Attended weekly Leadership Meetings to discuss future initiatives and current challenges affecting the organization.
- The SHARE Special Projects Team met to review workflows for existing programs and plan for future events, like the SHARE staff meeting.
- Participated in the automatic material handler request for information vendor review.
- Promoted a new service from bibliotheca, Biblio+!

- Analyzed cloudLibrary and Solus usage.
 - In FY2022, cloudLibrary members circulated 371,129 items, with about 10.6 circs-per-copy and a cost-per-circ of \$0.40.
 - At the end of FY2022, our cloudLibrary collection had 54,362 owned items and access to 20,859 pay-per-use titles, for a collection size of 75,221 items.
 - Though not a full fiscal year, the SHARE Mobile Library app had 192,977 launches with increasing usage each month.
 - 10,697 patrons signed up for the app, placing 50,648 holds via the app in FY2022.
 - There are a total of 25 members that now have a live custom template, with their own branding, events, and resources.
 - It will be very interesting to see how those numbers compare as it becomes a more standard technology for our members!

Usage over time	Devices	Launches	New Devices
Jul-21	9	34	9
Aug-21	84	366	80
Sep-21	158	759	110
Oct-21	1,571	6,078	1,465
Nov-21	2,466	13,756	1,479
Dec-21	2,713	16,230	1,116
Jan-22	3,520	21,475	1,367
Feb-22	3,508	21,751	904
Mar-22	4,061	25,999	1,113
Apr-22	3,969	25,125	803
May-22	4,163	27,486	1,052
Jun-22	4,596	33,918	1,199
TOTAL	10,709*	192,977	10,697

*This is not a sum of this column as the total devices each month includes devices that are used in other months.

- Compiled data for SHARE, in preparation for member fee invoicing and the annual report.



SHARE DEVELOPMENT GOAL:

Increase members participating in SHARE.

- Attended weekly Directors Chats, in order to be available for SHARE questions or concerns.
- Sent a newsletter to members providing updates about current issues affecting SHARE, which included an issue with an older title that has regained popularity, as well as the issue with the current online catalog's algorithm for search results. This is important as we consider the newer discovery technologies available.
- Met with a director in July, to discuss the benefits of the SHARE community.
- Met with two new directors in July, to emphasize the resources available as a SHARE member.
- Provided incoming IHLS board members with an overview of SHARE.
- Taught 9 circulation trainings to 17 participants in July.
- Provided members with readers advisory support, promoting the top requested SHARE titles in the previous month.

SHARE
SHARING HEARTLAND'S AVAILABLE
RESOURCES EQUALLY

TOP REQUESTED titles of

June 2022

Elin Hilderbrand
The Hotel Nantucket
By the author of *Summer Cove*

Colleen Hoover
Verity
#1 NEW YORK TIMES BESTSELLING AUTHOR

Colleen Hoover
It Ends With Us
#1 NEW YORK TIMES BESTSELLING AUTHOR

Delia Owens
Where the Crawdads Sing
#1 NEW YORK TIMES BESTSELLER

JOHN GRISHAM
Sparrring Partners

E-RESOURCES GOAL:

Increase e-resource use through increased vendor opportunities, comprehensive library staff training, and marketing support to members.

- cloudLibrary users checked out 31,093 owned titles and 1,606 audiobook pay-per-use titles in July. We now have 54,362 owned items in our shared collection, and 20,859 additional audiobook titles available for pay-per-use.
- Communicated a revision of the cloudLibrary Collection Development policy, as well as a new reconsideration form.
- Provided patron-based marketing support/readers' advisory to member libraries, promoting cloudLibrary and our digital collection.





Membership & Grants Report

MEMBERSHIP REPORT & STAFF ACTIVITIES

Submitted by Ellen Popit, Associate Director

July was a quiet month by some measure. Schools were out and public libraries were immersed in their summer reading activities. What that means for those on the membership team is time—time to plan for services in support of our members during the upcoming months and time to have the conversations and meetings that will allow us to move forward.

MEMBERSHIP SERVICES GOALS:

Review membership of all system agencies on an annual basis. Support member libraries in their efforts to provide excellent library service to their stakeholders.

- July 22, Anna Yackle submitted a grant to the Illinois State Library for Library Trustee Training. It is anticipated that this grant will have significant statewide impact.
- July 27, Leslie Bednar and Ellen Popit met with Summer Griffith and Emily Stone. Ms. Griffith is the new director of the Lincoln Public Library in Springfield.

NETWORKING GOALS:

Continue to develop relationships with and among the membership. Continue active partnerships in statewide and national initiatives that support enhanced library service. Work with library entities that improve member services.

- July 5, Leah Gregory and Ellen Popit participated in the Association for School Library Educators Working Group
- July 18, Ellen Popit participated in the Illinois Library Association's Committee Orientation
- July 29, Leslie Bednar and Ellen Popit met with Diane Foote and Cyndi Robinson, the outgoing and incoming Executive Directors of the Illinois Library Association, to discuss ways in which IHLS members can better benefit from and contribute to the statewide organization.

CONTINUING EDUCATION GOAL:

Increased continuing education opportunities as allowed by Illinois State Library (ISL) directive.

- Directors' Chats were held on July 7, July 14, and July 28.
- With every successive meeting, planning for Member Day ramps up!