

# DIRECTOR & STAFF ACTIVITIES REPORT

MAY 2022



**Illinois Heartland Library System**

IMAGINING TOMORROW - DELIVERING POSSIBILITIES TODAY



# Administrative Report

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## ADMINISTRATIVE REPORT & STAFF ACTIVITIES

*Submitted by Leslie Bednar, Executive Director*

### COMMUNICATION GOALS:

*Submitted by Danielle Beasley, Communications Coordinator  
and by Shandi Greve Penrod, Marketing Coordinator*

**Communicate effectively and efficiently with IHLS stakeholders.  
Advocate for the organization and our members.**

### Highlights

- Promoted board elections through targeted emails, email newsletters, and our website homepage.
- Developed, printed, and distributed promotional cards informing libraries of the Delivery On the Go service in conjunction with the distribution of orange Delivery On the Go bags.
- Solicited member feedback on the FY2023 Budget and Operational Plan through email newsletters and website homepage.
- Collaborated with the Administration and Finance departments to develop clear explanatory responses to member questions on the FY2023 Budget and Operational Plan.
- Worked with IHLS' core website development team and Ameex to address needed changes to the newly developed website.
- Cross-departmental collaboration to develop a plan of action to inform and support member libraries facing challenged materials.

### Communication and Promotion:

- *State and system news:*
  - IHLS: IHLS FY2023 Budget and Operational Plan feedback, Why IHLS Delivery is Sending Libraries Bright Orange Bags, Information and Media Literacy Legislation for 2022-23 School Year, Illinois Library Association Technical Services Forum Scholarship, Illinois Library Association TBS, Inc. Technical Services Award, Illinois Libraries Present survey for non-members, Explore More Illinois survey recommended attractions contest, library resources highlight (one per newsletter), eRead Illinois and SHARE cloudLibrary reading list posts for patrons, IHLS Board Elections, IHLS at Reaching Forward South, intellectual freedom and book challenges, Swank Movie Licensing for Public Libraries Group Purchase Through IHLS for 2022.
  - SHARE: SHARE's 10<sup>th</sup> birthday, McNaughton Book Leasing, Catalogers training sessions, end of school year need-to-knows for school libraries, miscellaneous tips and how-tos.
  - CMC: Online with the CMC webinars, CMC Dishes the 411 at Reaching Forward South.
- *Advocacy:*

- WSIU Kids 24/7 channel sponsorship message advocating for public libraries, Library Censorship, and Book Challenges resource page.
- **Continuing education and networking:**
  - Weekly IHLS Library Directors' Chats (multiple), IHLS Third Thursdays CE and the April Members Matter event, [Library Human Resources Webinar Series](#) (April, May, June webinars), Library Censorship and Book Challenges resource page, various third-party webinars and conferences, SHARE catalogers Training Session.
- **Grants:**

The Consortium of Academic and Research Libraries of Illinois (CARLI) Illinois SCOERs: Support for Creation of Open Educational Resources sub-grant application for Open Educational Resources (OER) on courses that focus on “The Human Condition: Care, Development, and Lifespan.”

**Continuing education events attended by department staff:**

- Reaching Forward South
- Illinois Library Association Marketing Forum Mini-conference

**Membership and partnership events attended by department staff:**

- IHLS Members Matter
- Illinois Libraries Present Marketing Committee
- Association of Illinois Library School Educators Partnership
- IHLS–RAILS statewide services meeting

**Social media insights:**

- Facebook: 12 posts in April 2022
  - **Awareness:**
    - Post reach: 4,731 total, 394 avg.
    - Impressions: 5,091 total
  - **Engagement:** 324
  - **Likes:** 1,268 (+6 since 4/30/2022)
  - Most successful content:

The image shows a Facebook post from the Illinois Heartland Library System. The post text celebrates National Library Week with the theme "Connect with Your Library" and mentions #NationalLibraryWeek and #NationalSchoolLibrarianDay. It includes a quote from Molly Shannon, National Library Week Honorary Chair, about libraries connecting communities. The post has 18 likes and 12 shares. To the right is a performance analytics sidebar.

Performance for your post		
1031	People reached	
58	Likes, comments & shares	
4	Post clicks	
2	0	2
Photo views	Link clicks	Other clicks
View more details		
Negative feedback		
0	Hide all posts	0
0	Report as spam	0
0	Hide post	0
0	Unlike Page	
58	Likes, comments & shares	
Branded content distribution		
View breakdown		
1031	1031	0
Total reach	Organic reach	Paid reach
1130	1130	0
Total impressions	Organic impressions	Paid impressions

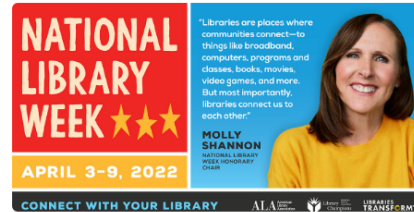
- Twitter: 7 tweets
  - Awareness: 918 total tweet impressions, 206 profile visits
  - Most successful content:

**Top Tweet** earned 70 impressions

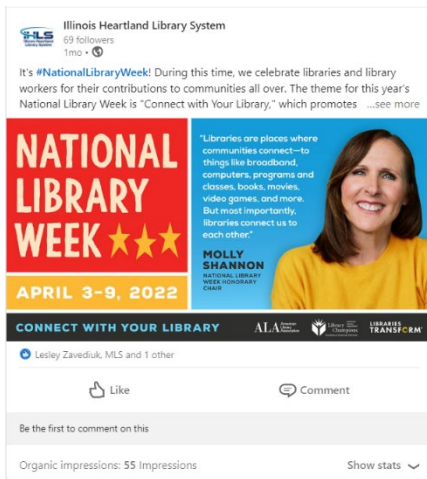
It's **#NationalLibraryWeek**. Celebrate libraries and library workers for their contributions to their communities by advocating for your library today!

It's also **#NationalSchoolLibrarianDay!** Today, we give our thanks to school librarians everywhere.

**#IHLSlibraries** [pic.twitter.com/qY98k3A7sn](https://pic.twitter.com/qY98k3A7sn)



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- LinkedIn: 7 posts
  - Awareness: 190 impressions, 75 unique impressions
  - Engagement: 9 engagements
  - Change: +9 followers
  - Most successful content:

## BOARD SUPPORT GOALS:

*Submitted by Stacie Bushong, Executive Assistant*

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

- Assisted the Nominating committee with the election wrap-up
- Continued to research board engagement
- Created Board Learning Power Point for board meeting

## FACILITIES GOALS:

*Submitted by The Safety Committee*

Provide a safe working environment

- Shared safety tips with staff
  - National Financial Capability Month, National Public Health Week (April 4-10), #SafePlaceSelfie (April 6)



# 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. Explore opportunities to enhance human resources knowledge across member libraries.

Ensure that IHLS is sufficiently staffed to accomplish statutory priorities established by the Illinois State Library. Retain and attract highly qualified IHLS Staff whose focus will be to accomplish IHLS goals and objectives.

- Human Resources continues to recruit highly qualified candidates by posting job listings on our company website, Facebook, Indeed, ILA Jobline, Handshake, AMIGOS, RAILS Jobline, CARLI Jobline, and member newsletters. April job openings included: SHARE Cataloger, SHARE Cataloger 3, SHARE Circulation & Resource Sharing Specialist, two Sorters, and two Couriers.

New hire orientations were completed via Zoom this month by Human Resources for a Courier in Edwardsville, and a Sorter in Edwardsville.

Live workshop or online training	Format	# of staff
Annual Safety Training	IHLS Intranet	56
Sensitivity Basics: Creating Positive Working Relationships	Gallagher	69
General Auto Risk Program for Drivers	Gallagher	5
Preventing Back Injuries	Gallagher	2
Sexual Harassment and Discrimination	Gallagher	2
Ethics in Action: Employees	Gallagher	2
April Virtual Summit - Developing the Next Generation of Leaders by Reshaping Succession Planning Programs	Paycor	1
Crisp, Clear & Concise, a Formula for Effective Communication	HR Source	19
Understanding your IMRF (Illinois Municipal Retirement Fund) Benefits	IHLS Webinar	20
The Employee Mental Health Crisis – How to Make it Right	HRmorning.com	1
Reaching Forward South	Champaign, IL	13
Employment Law Update: 2022 and Beyond Webinar	Ford Harrison	1

Live workshop or online training Information Technology Department	Format	# of staff
Google Analytics 4 Fundamentals	PluralSight	1
Azure Arc Enabled Kubernetes: Getting Started	PluralSight	1
Learning Azure Cosmos DB	PluralSight	1
OAuth2 and OpenID Connect: Easy Now	PluralSight	1
Getting Started with Rancher	PluralSight	1
Implementing Networking in OpenShift	PluralSight	1
Kubernetes Security: Implementing Monitoring, Logging, and Runtime Security	PluralSight	1
Microsoft Azure Developer: Implement User Authentication and Authorization	PluralSight	1
Managing Applications and DevOps in OpenShift	PluralSight	1
Microsoft Azure Developer: Introduction to the AZ-204 Exam	PluralSight	1
Microsoft Azure Administrator: Introduction to the AZ-104 Exam	PluralSight	1
Vue Authentication and Authorization	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 forms and approvals are obtained from employees when leave is needed for COVID-19 reasons.



### Increasing Staff Communication Through the Use of the IHLS Intranet

- April 4, we posted a video to help employees understand their Health Insurance Benefits through Blue Cross and Blue Shield of Illinois.
- April 6, we sent out our monthly post introducing new employees and wishing our departing colleagues well in their future endeavors.

- April 22, we posted the IMRF online seminar for all employees to review so that they can better understand their retirement benefits. This was posted for employees to refer back to if they had questions or if they were unable to attend the live session they could view at a later date.

### **Employee Engagement Survey – St. Louis Dispatch Top Places to Work**

- We shared the results of the survey with our Leadership Team, Engagement Team, employees, and the Personnel Committee.
- We will be notified by June 1<sup>st</sup> to find out if we are a St. Louis top place to work employer.
- We are planning to review ways to celebrate the things that we do well and brainstorm on how we can make improvements in employee engagement.



### **Participated in the GLAM Handshake Job Fair**

- On April 4 we partnered with the Bibliographic Service Manager and the Bibliographic Grants Manager to participate in a virtual job fair with Master of Library Science Students from colleges across the United States. Not only to promote IHLS job openings but also to increase IHLS outreach for future employees.
- We spoke with students from University of Illinois, University of Michigan, and the University of Washington, educating them on what our mission was here at Illinois Heartland Library System. Our cataloging professionals gave the students insight into their personal career path as well as answering questions about the profession.

### **Enhancing our Internal Forms to Ensure Policies and Procedures are Documented**

- Updated our Secondary Employment Form to be more user-friendly allowing employees to type in the requested data in the text boxes.

- Updated our Job Order Form to include essential information needed when recruiting new talent. This process will also allow us to collect data on positions being recruited and determine the best methods of recruitment.
- Updated our Unpaid Leave Form to ensure that we are aware of all leaves of absence within the company and make sure that we are following applicable state and federal laws and ensuring that we are fairly approving this type of leave throughout the organization.



#### **Human Resources Training for Staff**

- On April 20, our representative, Mandi Beedie-Powers, walked through the specifics of our Illinois Municipal Retirement Fund (IMRF) Plan and answered staff questions about the plan.

#### **HR Source - Human Resources Training for Member Libraries**

- Human Resources worked in partnership with the Membership Department to schedule our annual Human Resources training classes for member libraries. Webinars will be \$10 for each participant or \$25 to attend all three webinars. IHLS supervisors will also be in attendance. Registration is completed through L2. In addition, a recording of each session will be hosted via HR Source's cloud sharing service for one week following the date of facilitation for members who could not attend in person or who would like to revisit the online seminar.

#### **1. Crisp, Clear and Concise: A Formula for Effective Communication – April 13, 2022, 11 a.m.-12:30 p.m. (29 attendees)**

- Assessing your communication skills and applying a basic communication model to improve everyday communication.
- Addressing the importance of adopting an assertive communication style rather than our often "go-to" styles of passive, aggressive, or passive-aggressive.
- Cultivating listening competencies to enhance the communication process.



- Reviewing business communication etiquette.
- The importance of body language and tone in conveying a consistent, respectful message.



**2. Effective Delegation – May 11, 2022, 10 a.m. - 11:30 a.m.**

- How to review tasks and decide which ones can be delegated.
- Recognizing skills and talents of the individuals supervised.
- Selecting the right people for assignments.
- Understanding the steps of delegating a task to get full cooperation and buy-in from employees.

**3. Legal Issues for Supervisors – June 22, 2022, 10:00 a.m. - 11:30 a.m.**

- The concept of at-will employment and what the term really means.
- Americans with Disabilities Act (ADA).
- Family and Medical Leave Act (FMLA).
- Harassment and discrimination.
- The importance of documenting employees' actions and documentation.



# Accounting Report

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## **ACCOUNTING REPORT & STAFF ACTIVITIES**

*Submitted by Rhonda Johnisee, Finance Director*

In April, we completed and presented the FY2023 draft budgets to the IHLS Board of Directors. Also, we attended the SHARE Executive Council meeting with the SHARE Finance and Policy Committee in attendance and presented to them the FY2023 draft SHARE budget.

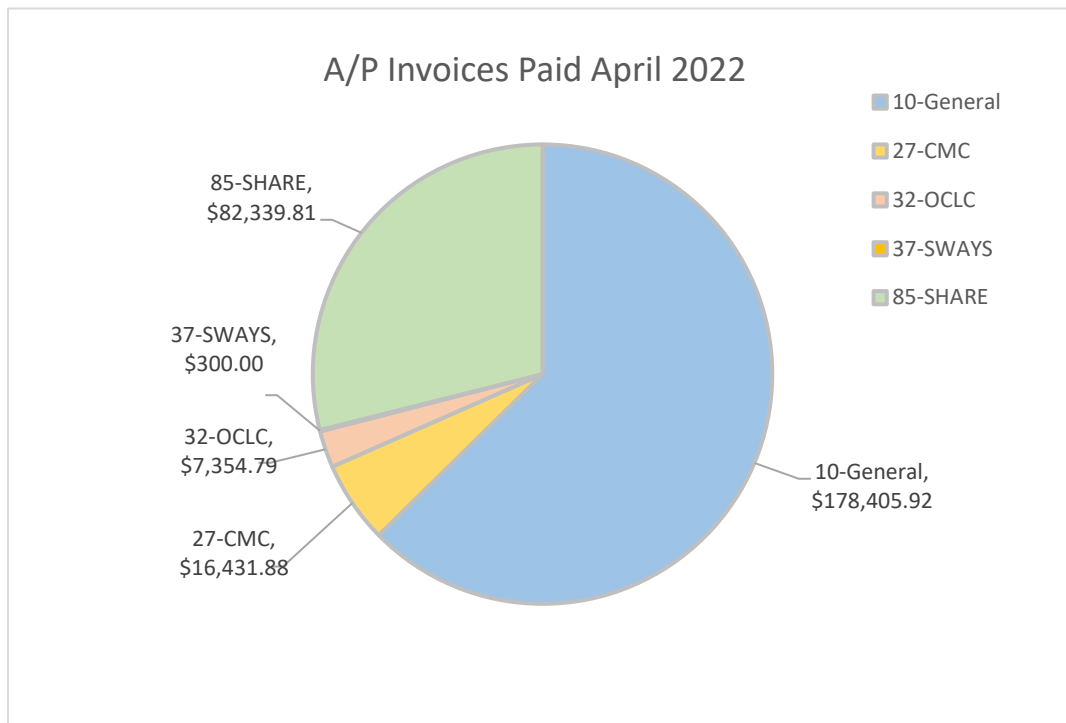
We continued working with a consultant, Greg Pronevitz, on the Request for Information process for an Automatic Materials Handling System (AMHS). The project is running on target, and we are looking forward to the responses from vendors.

### **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 a RAILS LLSAP meeting.
- Attended SHARE birthday party.
- Attended Illinois Municipal Retirement Fund (IMRF) benefits meeting.
- Attended meeting to review FY2023 budgets.
- Attended Marketing Advisory Committee meeting.
- Attended a meeting with representatives from Consortium of Academic and Research Libraries (CARLI) to view Champaign office.
- Attended a meeting to review the remaining needs for the Edwardsville remodel.
- Attended a meeting with a representative from Color Art.
- Attended meetings with Greg Pronevitz regarding the Request for Information for an AMHS.
- Attended HR Source Crisp, Clear & Concise, a Formula for Effective Communication webinar.
- Attended a cyber security training for ePAY/Illinois Funds participants webinar.
- Attended a meeting with a representative from Arthur Gallagher to review FY2023 liability insurance coverage.
- Attended a meeting with a representative from Library of Illinois Risk Agency (LIRA) to discuss FY2023 liability insurance coverage.
- Attended a meeting with a representative from OneDigital to review benefits.
- Attended SHARE Executive and Finance & Policy meeting to review the FY2023 SHARE budget.
- Attended High Five and staff meetings.
- Attended weekly Finance Department meetings.

- Attended Leadership and Supervisors Team meetings.
- Attended IHLS Finance Committees and IHLS Board of Directors meetings.
- Prepared FY2023 draft budgets and narrative.
- Prepared and filed federal and state quarterly 941 payroll tax reports.
- Prepared and submitted quarterly grant reports.
- Prepared and submitted the FY2023 Online Computer Library Center grant application.
- Prepared the budget portion of the FY2023 Cataloging Maintenance Center grant application.
- Prepared and processed three payrolls in April.
- Prepared March 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 302 accounts receivable invoices (OCLC: 12 monthly, 5 quarterly, and 122 transactional; SHARE: 2 monthly, 31 quarterly, 3 transitional, 10 cloudLibrary e-book purchases, 92 quarterly cataloging and barcoding, 1 module, 6 New York Times, and 17 SAM; General: 1 ILDS project).
- Received and posted 187 accounts receivable cash receipts checks totaling \$165,272.25 (OCLC: 66, SHARE: 118, and General: 3).
- Received and entered 79 accounts payable invoices.
- Disbursed 67 accounts payable checks totaling \$284,832.40.





# Information Technology Report

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## **INFORMATION TECHNOLOGY REPORT & STAFF ACTIVITIES**

*Submitted by Troy Brown, IT Director*

This month's activity report will focus on the website. We anticipate the new website being live before this fiscal year is out. The developer we used has finished their portion and the rest is in our hands. Even though data was migrated from the old to the new website, there is still a considerable amount of new data that needs to be added to fill in the gaps. Not all the pages match one-to-one. Brant, Shandi, and the new communications employee, will be sitting together and getting much of this data hashed out as soon as possible. Honestly, it's nice having the project back in our hands. Working with outside developers has its struggles and trying to explain to someone what you want, and getting what you want is sometimes two different things. So, it's nice to make progress and have this in our control. This project has been a long time coming! We are excited to see it go live so we can move onto other projects as well.

We are evaluating new room systems for our conference rooms. These systems will replace the legacy Polycom H.323 units that are there now. The new units will be compatible with Microsoft Teams and Zoom meetings. We will be testing this functionality in Carbondale first before purchasing the larger systems for Edwardsville and Champaign.

### **IT GOALS:**

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

- Ameex is done with their portion of the project
- Final phase of adding data before go live



# Bibliographic Access

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## **BIBLIOGRAPHIC REPORT & STAFF ACTIVITIES**

*Submitted by Jennifer Baugh, SHARE Bibliographic Services Manager & Dr. Pamela Thomas, Bibliographic Grant Manager, Cataloging Maintenance Center (CMC)*

During April, Cataloging Maintenance Center (CMC) and SHARE staff continued providing high quality cataloging services to libraries throughout Illinois. Staff attended numerous webinars to further our collective cataloging knowledge, as well as provided training to libraries throughout Illinois via the monthly Cataloger's Training Session and Online with the CMC webinar.

CMC staff presented a session at the Reaching Forward South conference held in Champaign, IL on April 8, 2022, entitled "Cataloging Maintenance Center: Making Your Items Accessible." SHARE staff also attended Reaching Forward South and had a great time networking and learning with other library staff from across Illinois.

### **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 551 items for SHARE member libraries.
- Imported 406 \$3 bibs for SHARE member libraries.
- Cataloged 50 items for new member libraries joining SHARE.
- Merged 37 bibliographic records, cleaned/corrected 3,272 bibliographic records, and cleaned/corrected 35 item records.
- Provided one-on-one instruction sessions to Carmi Public Library, Jerseyville Public Library, and Newton Public Library via Zoom.

### **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 193 emails and contacts.
- Conducted monthly Cataloger's Training Session with focus on variant titles in bibliographic records.
- Reviewed and imported 37 files with a total of 128 bib records for beginning catalogers at 10 libraries.
- Facilitated the SHARE Bibliographic and Cataloging Standards Committee Meeting.

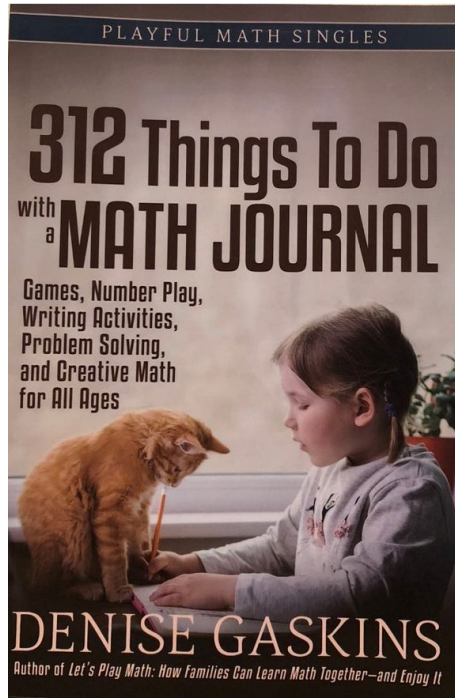
### **CATALOGING MAINTENANCE CENTER (CMC) GOALS:**

Provide cataloging and bibliographic services for libraries in Reaching Across Illinois Library System (RAILS) and IHLS 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.

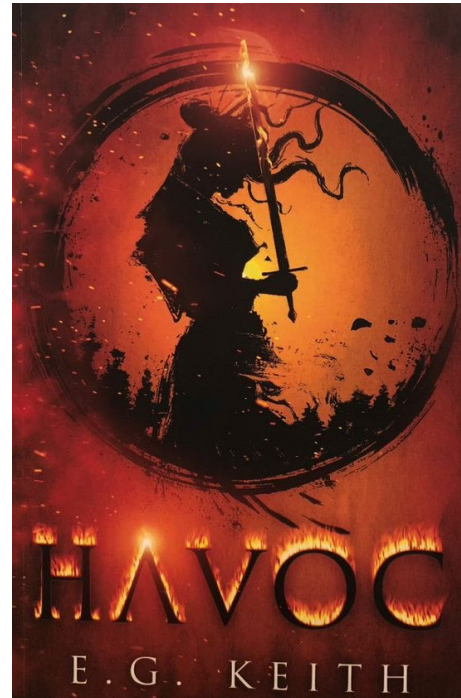
- Reviewed 58 books, 7 serials, and 3 visual materials bibliographic records for a total of 68 records.
- Cataloged 111 items (including 75 originally cataloged, 36 records enhanced, & one book in Russian) and created 7 name authority records.

- The PrairieCat database cleanup project continues, where 475 bibliographic records were enhanced or merged.
- The Alma cleanup project for CARLI continues, with a total of 196 dedupes (merges), 72 deletes, and 1,149 edits.
- Presented April's Online with the CMC, "By Any Other Name: NAF: Name Authority File Ins and Outs" with 59 attendees.

Items cataloged by the CMC staff in April:



*Math Journal* (local author) cataloged for Blue Mound Memorial Library



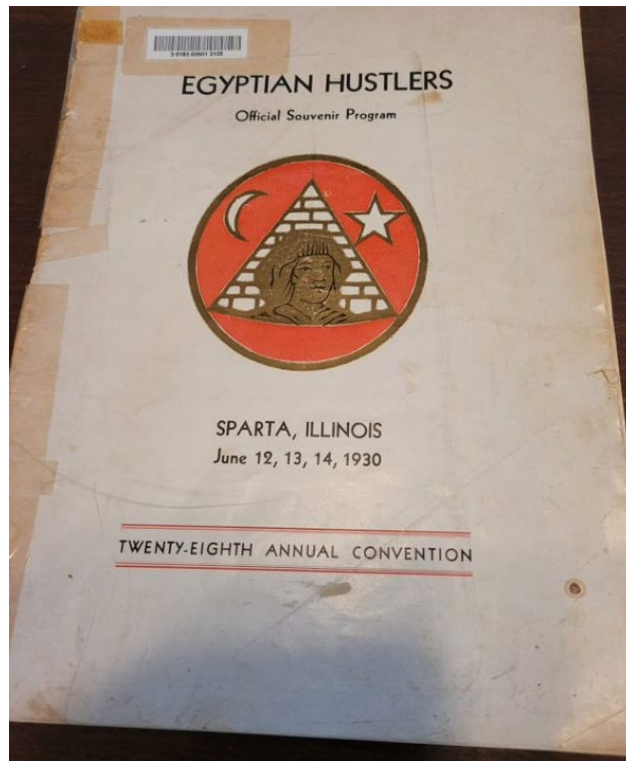
*Havoc* (local author) cataloged for Lincoln Community High School



Kit (special collection) cataloged for the Illinois Early Intervention Clearinghouse



1897 Grayville Military Band picture from the Navigator Collection cataloged for Groff Memorial Library. The band was formed by local musicians who volunteered to serve in the Spanish-American War, and they saw action in Cuba



A convention pamphlet for local businessmen  
Cataloged for the Lincoln Presidential Library



A coin machine cataloged for  
Groff Memorial Library



# Delivery Report

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## DELIVERY REPORT & STAFF ACTIVITIES

*Submitted by Susan Palmer, Operations Director*

April will be a historical moment for IHLS Delivery. This month we began the Delivery On the Go Service (DOGS) updated delivery in earnest. The sharing between the IHLS member libraries is always amazing to those of us in delivery, and we see it daily. Libraries have really embraced DOGS. We will have statistics for next month's Activities Report, comparing what the service looked like before we started promoting it, and what it looks like now. Cassandra Thompson, SHARE Director, and IHLS Delivery will be meeting to discuss the possibility of further utilizing the Polaris software to increase the sharing among libraries on the same route. The potential is great. Great for the libraries' patrons to receive their items even quicker than the next day and great for IHLS as there will be less items that are needing to be brought back to the hub to be sorted. Are there bugs that will need to be worked out? Yes. So far, we have managed to overcome any obstacles with open dialogue in determining what the solution was and sharing that with library staff. We appreciate and thank the libraries for working with us on this.

The Request for Information (RFI) for the Automatic Material Handler (AMH) is moving right along, May 23, 2022 is the due date for submissions from potential vendors. This process is just for information that we will use to guide us to the next steps. We will move forward with a Request for Proposal if it makes sense for IHLS to do so. With the data from the RFI, we will be able to make a more informed decision.

### **Meetings/Visits:**

- SHARE birthday party
- Leadership
- Operations
- Quarterly delivery meeting with Illinois State Library, Consortia of Academic and Research Libraries in Illinois, and Reaching Across Illinois Library System
- IHLS Board Meeting
- Color Art Meeting
- O'Fallon Public Library
- HR Source Training
- Sarah Taylor attended Reaching Forward South





# SHARE Report

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## SHARE REPORT & STAFF ACTIVITIES

*Submitted by Cassandra Thompson, SHARE Director*

Happy 10<sup>th</sup> Birthday SHARE! We had a great kick off to National Library Week with a virtual birthday celebration. We had 87 participants at the live event and 121 views of our birthday video!

In addition, spring is in the air. That means SHARE staff are starting to emerge from hibernation and are out on site visits and participating in networking opportunities, like the recent Reaching Forward South conference. It is great to see some of our colleagues in person.

### **SHARE GOAL:**

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

- Attended weekly Leadership Meetings to discuss future initiatives and current challenges affecting the organization.
- Participated in the IHLS Communications Meeting.
- Participated in the IHLS Marketing Advisory Committee.
- Attended the RAILS Consortia Committee Meeting, to learn more about issues affecting consortia in Illinois.
- SHARE and IT staff attended the 2022 Innovative Users Group Conference to hear more about upcoming launches, new technologies, and learn from our colleagues.
- Met with Brodart to discuss the implementation of the McNaughton for SHARE book leasing program.
- SHARE Executive Council and SHARE Finance & Policy Committee met to review the FY2023 budget.
- Met to review proposals for the ILA 2022 Conference Committee, with a focus on sessions that will be helpful for IHLS members.

### **SHARE DEVELOPMENT GOAL:**

Increase members participating in SHARE.

- SHARE Sponsored Reaching Forward South, as an opportunity to connect with members and highlight new SHARE programs.



- Attended weekly Directors Chats.
- Provided a SHARE update at the Third Thursday networking event to communicate upcoming projects and group purchases.
- Attended the Small Public Library Networking Meeting, to update members about upcoming programs.
- Sent a newsletter to members providing updates about upcoming events and current issues affecting SHARE, including the importance of patron privacy and abiding by publisher release dates.
- SHARE staff taught 7 circulation trainings to 13 participants in April.
- Provided members with readers advisory support, promoting the top requested SHARE titles in April.



#### ILLINET INTERLIBRARY LOAN GOAL:

Increase familiarity and compliance with the ILLINET Interlibrary Loan Code (ILL Code).

- Utilized our SHARE newsletter to instruct member libraries how to send or request interlibrary loans (outside of SHARE or OCLC), using the ALA Request Form.

#### E-RESOURCES GOAL:

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

- cloudLibrary users checked out 30,253 owned titles and 1,511 audio pay-per-use titles in April. We now have 54,156 owned items in our shared collection, and 21,307 additional audio items available for pay-per-use.

- Provided patron-based marketing support/readers' advisory to member libraries, promoting cloudLibrary and our collection.

**#BookTok**  
**BOUNTY**

WINGS  
EBONY

Verity  
COLLEEN HOOVER

RED, WHITE & ROYAL BLUE  
CASEY MCQUISTON

THE COUPLE NEXT DOOR  
EMERY LAPENA

e. lockhart  
we were liars

THE UNIVERSE VERSUS ALEX WOODS  
DAVIN EXTENCE

Casey McQuiston  
ONE LAST STOP

a TOUCH OF DARKNESS

**SHARE**  
SHARING HEARTLAND'S AVAILABLE  
RESOURCES EQUALLY

**cloudLibrary™**  
by bibliotheca

**ILP**  
**ILLINOIS LIBRARIES**  
PRESENT

**Featured Collection**

NOTES FROM A YOUNG BLACK CHEF  
KWAME ONWUACHI

THE SCHOOL FOR GOOD MOTHERS  
JESSAMINE CHAN

JEFF TWEEDEY  
WRITE ONE SONGS

Velvet the Way of Night  
PAUL THOMAS ANDERSON

Cost of Living  
Emily Maloney

NICK OFFERMAN  
WHERE THE DEER AND ANTELOPE PLAY

JASMINE GUILLORY  
While We Were Dating

JENNY LAWSON  
BROKEN

**SHARE**  
SHARING HEARTLAND'S AVAILABLE  
RESOURCES EQUALLY

**cloudLibrary™**  
by bibliotheca



# Membership Report

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## MEMBERSHIP REPORT & STAFF ACTIVITIES

*Submitted by Ellen Popit, Associate Director*

This is a delightful report to prepare because the work outlined below indicates that we are currently in a place where we can interact in person with our members. This is a core system service that will never go unappreciated again!

### MEMBERSHIP 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.

The Membership Coordinator/School Library Liaison has gotten off to a flying start. An invitation was extended to the schools for a "Getting To Know You" site visit and the response was most heartening. Visits were made to the following schools:

- April 1 O'Fallon School District #203/Smiley & Milburn Campuses
- April 5 Mascoutah Elementary, Middle, and High School
- April 6 Breese Central High School, Wesclin Middle and High School
- April 13 Collinsville Middle School
- April 23 Auburn, Pawnee, Riverton, and Ball Chatham-Glenwood High School
- April 26 Argenta-Oreana High School, Warrensburg-Latham Elementary School, Meridian High School
- April 27 Mt. Zion Intermediate School, Stephen Decatur Middle School, Arcola High School, Arthur Grade School
- April 29 Crab Orchard Elementary School, West Frankfort High School, Lincoln Elementary School

### 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.

- April 3 Ellen Popit participated in the monthly Public Policy Committee meeting
- April 4 Leah Gregory and Ellen Popit participated in the monthly Association of Illinois School Library Educators (AISLE) Working Group meeting
- April 7 Directors' Chat
- April 8 Leah Gregory and Anna Yackle attended Reaching Forward South
- April 12 Leah Gregory attended the Learning & Technology Center of Illinois School Librarian Networking meeting.

April 14        Directors' Chat  
April 20        Leah Gregory attended the Southwest Chapter of AISLE meeting at Alton High School  
April 28        Directors' Chat  
April 29        Ellen Popit attended the Small Public Libraries Networking Group in Windsor Storm

**CONTINUING EDUCATION GOAL:**

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

April 13:        Crisp, Clear & Concise: A Formula for Effective Communication. This is the first in our series of three offerings from HR Source.  
April 21:        Members Matter: The Grant That Became a Collaboration

It should be noted that IHLS makes every effort to provide continuing education opportunities that are available to all our members. The Members Matter meetings are recorded and made available to those unable to attend in real time. We have also made arrangements with HR Source to make the recording of their webinars available to registrants for a period of time following the live presentation.